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A MANUAL OF

Civil Government

OF THE

Township and County

Town and City

Describes the Legislature at Work.
The Machinery of Political Parties.
The Law of Contracts, Etc.

Told in the language of the school-room, for citizens large and small.

PRICE, 25 CENTS.

Manual Publishing Co.

COVINGTON, IND.

BAKER & THORNTON CO., PRINTERS, INDIANAPOLIS.

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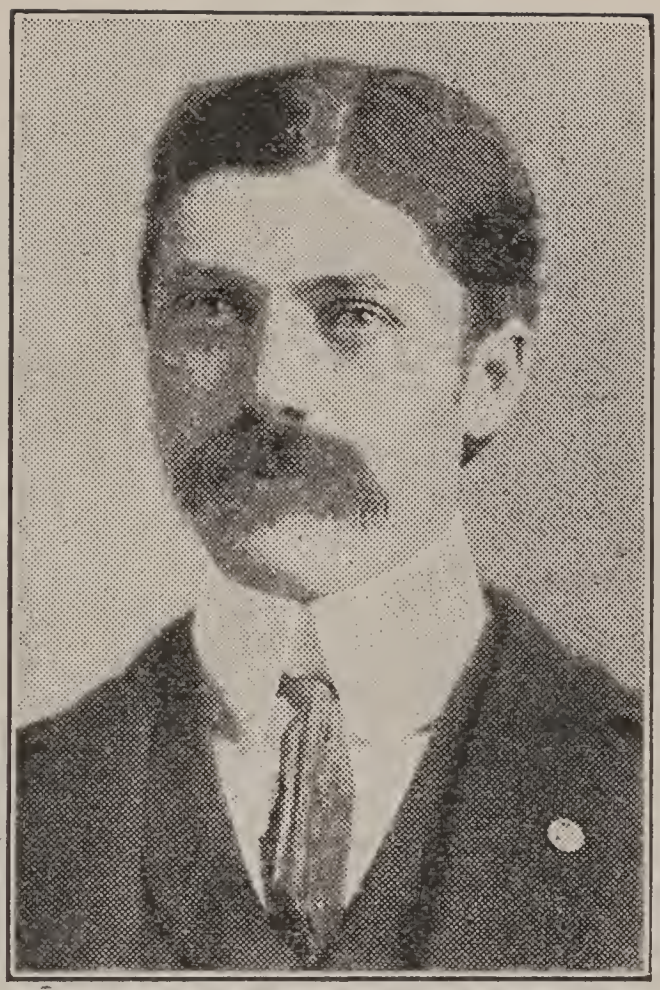
To the school boy and school girl of Indiana, to the high school student, to the hard working teacher, and to the citizen who has often asked in vain the questions answered herein, this little volume is respectfully inscribed.

THE AUTHOR.



Having been a teacher for several years—chiefly in high school and teachers' normals, I realize the urgent need of such a text, and for that reason have compiled this "Manual."

Very truly yours,

D. W. SANDERS.

FASSETT A. COTTON,

State Superintendent of Public Instruction.

A Few Words on General Principles.

Dear Young Citizen of Indiana:

By citizen, we mean not only the man who votes, but his wife, sister, sweetheart, son and daughter as well. So no matter which one of the six you are, this book was written for you. You desire to know about the government of your township and county, don't you?

You have probably drawn the map of your county many times and divided it up into townships. It is possible to do so without doing very much thinking, and with but little knowledge of the county, if you draw from another map.

Can you call off the names of the different townships and point toward each one as you name it? This does not mean, can you point them out on the map, but can you point toward them across the fields from your desk?

If you will now face the north with your county map in front of you and locate your own township and your schoolhouse, then the real township outdoors is situated with reference to your schoolhouse just as it appears to be on the map; and other townships are the same direction from yours that they appear to be on the map.

If you face the south while studying either the geography of your county or the United States the real directions are just the opposite of the directions on the page—for the top of the map is always north.

The first eight years I studied geography at school, I sat facing the south; and it took me ten years after I graduated to get rid of the fallacy that the sun rose in Kan-

sas and set in New Jersey. When I taught in that same schoolhouse years afterward I turned the desks to save each of the twenty-eight students ten years of valuable time—280 years in all.

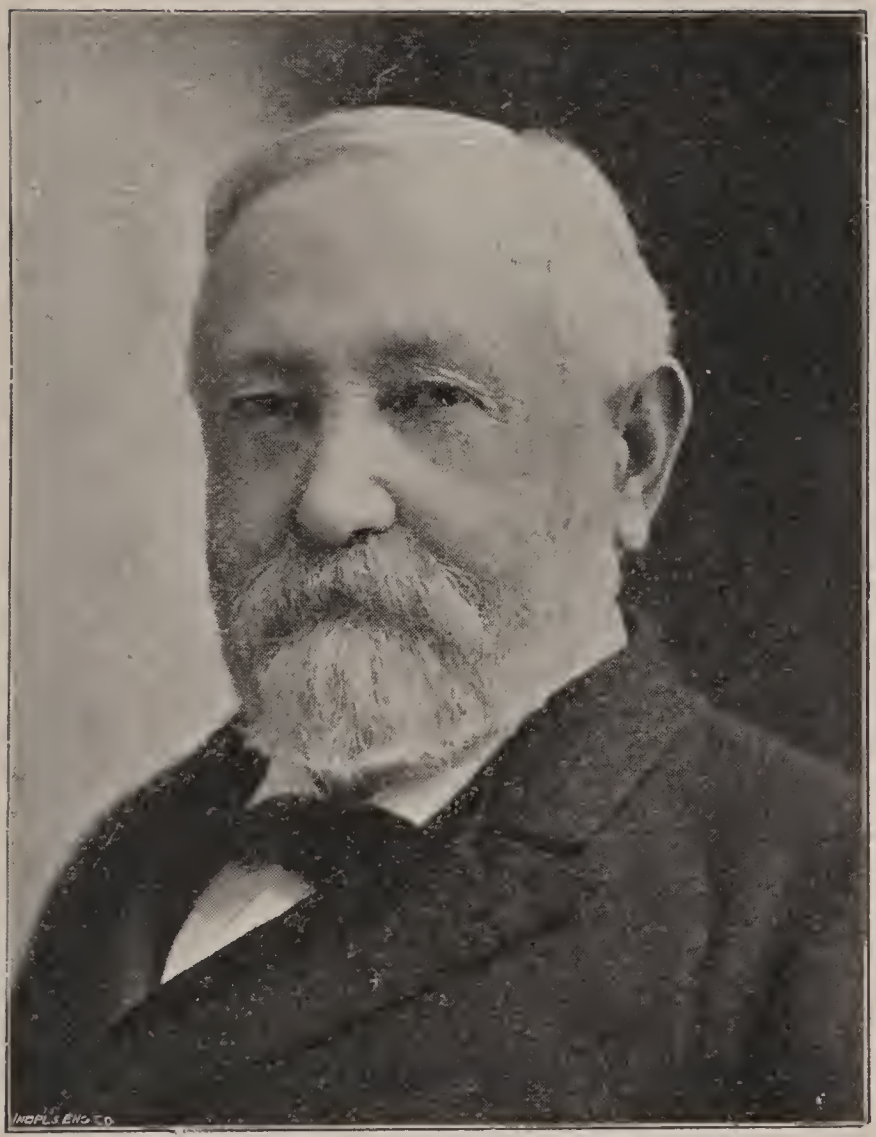
By a few minutes' study you can commit to memory the names of the townships, their location, their towns and railroads.

Do you know how far your township extends, what roads are along the boundaries, and what families live along these roads, or live just over in the edge of the other township?

What are the leading cities and towns of your county? A single county very rarely has more than three cities, but each township is almost certain to have one or more towns. If you have not been in all these towns you have probably been in some of them, or you know people who live in them. These towns are just like the hundreds of towns you see marked on the maps of your geographies. The people talk just as you do and no better—the children study exactly the same school books as yourself, and are just as bright, but no brighter. To the town or city boy who reads this we say that the farmer boy studies the same books, reads the same tales and the same Y. P. R. C. books; so if you meet you can talk your school troubles over if you are in the same grade.

In your geography studies you notice that every State has a capital.

This is often the largest or oldest city in that State, but not always. What is the capital? It is the city where the State's public business is carried on; it is where the Governor makes his home during his four years' term of office. It is not often that we elect a man Governor who already lives at the capital. Governor Mathews was a wealthy farmer of Vermillion County when elected in



BENJAMIN HARRISON, OF INDIANA,

23d President of the United States.

1892; Governor Mount was a wealthy farmer of Montgomery County when elected in '96. Governor Durbin was a banker in Anderson in Madison County. The State Legislature meets at the capitol of the State on Thursday next after the first Monday in January every two years—each year that ends in an odd number, as in 1895, 1897, 1899, 1901 and 1903, etc.

Their meeting at Indianapolis makes that city the capital of Indiana.

There are 150 men elected to make our laws and elect a United States Senator. They are divided into two groups like two grades at school. One hundred in the lower class, called Representatives, elected every two years. The other fifty, called Senators, are elected for four years.

The Senate is called the upper house of our State Legislature. The House of Representatives is called the lower house. Every State in the Union has its Legislature of two branches called the Senate and the House. The word "legislature" means a law-making body. A State Legislature generally calls itself the "General Assembly." Every statute of Indiana starts with these words, "Be it enacted by the General Assembly of the State of Indiana," etc.

Our National Legislature, which makes laws concerning money, wars, the army, the navy, is called the Congress. It is also divided into an upper and a lower house called the Senate and the House of Representatives.

Congress meets on the first Monday of each December at Washington City; so we call that the capital of the United States.

Do you know who is the present Representative in Congress from this district? If not, find out by tomorrow morning. The ninety-two counties of Indiana are

grouped into thirteen congressional districts, each embracing about seven counties. The districts go by numbers as First District, Second District, etc. In which district is your county?

Our two United States Senators are both Republicans—Chas. W. Fairbanks and Albert J. Beveridge. Both are lawyers and live in Indianapolis. You have probably heard them make speeches at some convention, or rally, or Old Settlers' meeting. If so, you should have paid close attention. Wise boys and girls never giggle, nor talk in a crowd when any man or woman is making a speech. Some boys and girls sixty years of age often forget this. If you are a good student you listen quietly to his argument, whether the speaker's politics is the same as yours and your father's or not. Some say it is not polite to argue politics at school or in company. It isn't unless the argument is carried on by polite persons. Then it may be proper; otherwise it isn't polite to argue anything

The Legislature at Work.

Let us now watch the Legislature pass a law over at Indianapolis in the State House. See the picture of that building in your geography.

The fifty Senators are in the Senate Chamber which looks like a beautiful schoolroom. Each desk cost over $100. The 100 Representatives are across the hallway in another beautiful room. In the Senate the Lieutenant-Governor, up in front, presides over the meeting like the chairman of a debating society, or a Sunday School Superintendent or the chairman of a political convention. The Representatives elect one of their own members chairman, called the Speaker. The political party which has the majority always elects the Speaker and there is generally quite a scramble for the place.

CHARLES W. FAIRBANKS,

Senior Senator from Indiana.

The Lieutenant Governor is the President of the State Senate.

Each house transacts the greater part of its business by means of committees. For instance there is in each house the "Committee on Education," to which is referred all bills and all reports and inquiries pertaining to education. This committee, as well as all other committees, is appointed by the presiding officer of the house to which the committee belongs. The first man named by the presiding officer on the committee, usually consisting of about seven members, is its chairman. The chairman calls meetings of the committee and presides at the meetings. The Speaker is careful that each chairman of a "House" committee is of the same political party as the Speaker, and that a majority also of the committee is of the same persuasion as the Speaker.

The Lieutenant-Governor is equally careful in the Senate.

Any member of either House may, of his own accord and without the consent of any committee, introduce any bill that he wishes, proposing a new law or the repeal of an old law or an amendment to any law. But it may, by motion of a member, be referred to the proper committee, and may never be heard of again.

For instance, Senator Johnston, of Crawfordsville, Montgomery County, introduced "An act for regulating the speed and privileges of automobiles on the public highways" in the Legislature of 1903. There was no "Committee on Automobiles" and the bill could not therefore be referred. The only way to get rid of the bill, so that they could devote their attention to fish and game laws and to a revision of the dog laws, was to bring it to a vote.

When a bill is passed by either House it must be signed by the presiding officer and sent on to the other house. If again passed it is signed by the presiding officer and passed on to the Governor. If the Governor approves it he signs it and it becomes a law, as we shall see presently. If he neglects the bill for three days it becomes a law, as though he had signed it. If he is opposed to having the bill become a law he may return it within three days to the house where it originated with his written objections and his "veto." But if a bare majority of each house again vote for it it becomes a law over his veto. This requires a vote of twenty-six in the Senate, and fifty-one in the House. When a vote is to be cast the Clerk of the House voting stands up by the presiding officer and calls the roll of members. As each member's name is called he answers "yea" or "nay," which means for or against the bill, and the clerk marks how each man votes. If the yeas have a majority the bill must be sent to the other house to be voted on in the same way. If either house amends a bill which has been sent to it by the other, by changing just one word or the spelling of a word, and then passes it, the bill must be returned to the original house and again passed before it can be sent to the Governor. If the house which originated the bill refuse to concur in the amendment, they may restore the bill to its original form and send it back or may drop it. For before a bill gets to the Governor's table it must have been adopted in all its parts by a majority of both houses.

A typical day in the Senate may be somewhat thus:

Shortly before noon the Lieutenant-Governor takes his seat and raps on the table with his mallet and calls for order. Then the day's session is opened with prayer by the chaplain. After prayer the president says: "Is the committee on fish and game laws ready to report? Mr.

J— is chairman of that committee, I believe." Mr. J—, if he happens to be present, arises at his desk and says: "Mr. President, your committee has the honor to report the following bill: 'Be it enacted by the General Assembly of the State of Indiana, That it shall be unlawful for any person to catch more than twenty-five big black bass in one day.' ". (This law was actually passed in 1901.)

The roll call shows a majority of the Senators for the bill. It is then passed on to the House. It is perhaps amended to read "fifty" bass instead of twenty-five. Amendment rejected by Senate and original passed by House, signed by the Governor and is a law—but it never had much effect on black bass.

The Legislature remains in session sixty days at $6 a day for each member. This partially pays their expenses. We can't expect much from a $6 Legislature. When the session is over the laws are at once published and bound into a volume called "The Acts." From 100 to 500 copies are sent to each County Clerk for distribution. So soon as the Secretary of State receives a receipt of the books from all the County Clerks the Governor issues a proclamation declaring all the laws in effect. Some laws, with an emergency clause, go into effect as soon as signed by the Governor, and every Judge, Mayor, and Justice of the Peace must make his decisions according to them.

The Laws, Lawyers, and the Practice of Law.

The Legislature, as we have told you, meets—well you remember when and where, don't you? They meet to make new laws. If a new law conflicts with an old one, the new one is the law. Some laws are repealed without making another to take its place. The great bulk of our laws remain the same year after year. Some laws are over fifty years old. All the laws of Indiana are bound into

one large volume called the "Statutes of Indiana." They fill about 2,000 pages and are equal to about thirty-five such books as an ordinary third reader. Whenever you see a "Statutes," notice the date on the back. It ought not to be more than twenty years old. The Revised Statutes of 1881 are about as far back as you can depend on. Most of our present liquor laws, "The Nicholson Law," dates from 1895. There is so much law, that although it is made as simple as possible the ordinary citizen and business man can not study very much of it. They generally consult a lawyer, called also attorney. It is the attorney's business to know the law, or to inform himself about it before he gives advice. The most honest of men disagree about their legal rights, and have to let their troubles be adjusted in Court according to law. Lawyers also disagree as to the meaning of the laws, and disagree with the judge and appeal the case to the Supreme Court for final settlement. The Supreme Court judges write out their views in the case. These written views or opinions constitute what are called the Indiana Reports. These written decisions fill about 85,000 pages.

Were you ever in a lawyer's office? Whose? What town? Lawyers generally live at the county seat, but not always. You probably noticed the big book cases filled with leather bound books. Most lawyers have a set of the Indiana Reports, nearly 160 volumes. Three volumes are published each year now as the judges of the Supreme Court continue to write opinions.. This set of books costs about $400.

There is one other court to which a person may appeal if dissatisfied with the verdict in the County Circuit Court. That is the Appellate Court, which, as its name indicates, can try only such cases as have already been tried elsewhere and sent to it on appeal. It is the same as the Su-

preme Court only in respect to the size of cases it may try. If the amount of money involved is below $3,500, then an appealed case is sent to the Appellate Court; if above $3,500, then to the Supreme Court. Or if one convicted of a misdemeanor appeals, his case is heard by the Appellate Court; if convicted of a felony he appeals to the Supreme Court. The written decisions of the Appellate Court now fill about thirty volumes of reports.

When lawyers on different sides of a case disagree on the meaning of a certain law they search through these reports to see if a similar case has ever been decided by the Supreme or Appellate Court. If they find several decisions upon similar but not quite the same points they try to prove their own case by those in their favor.

The lawyers on the different sides take turns reading these decisions to the judge. Sometimes the judge has to sit and listen for a whole day, sometimes even a whole week, to this reading, although his salary is usually only $2,500 a year.

Some law libraries cost $4,000, but you can get a pretty good library for $600. Of course, one man can never read all his books, and sometimes a law book remains on the shelf, gathering dust, for twenty years without ever being opened. One book, however, may be worth hundreds of dollars for just one case, and then never needed again. When your attorney represents you in court you are called his client; you are responsible for what he does. He is also responsible to you.

It is a fine thing to know some law; but it is a much finer thing to know some of the general principles of law. You will probably find something on that subject in your civil government. Be sure to attend court the next chance you have. Just to saunter into the court room and take a back seat won't do you any good. Select a day when a

certain trial will occur. Learn something about the case, go early, stay till it is through. It will be worth your while.

County Officials.

The following is a table of the county officials and their salaries in the county of 25,000 population. The salary increases with the population. The term of their office is also indicated:

Auditor	$2,400 a year	4 years
Clerk	2,200 a year	4 years
Sheriff	2,000 a year	2 years
Treasurer	1,900 a year	2 years
Recorder	1,500 a year	4 years
Superintendent	4 per day (all counties)	4 years
Truant Officer	2 per day (all counties)	1 year
Commissioner	400 per year	3 years
County Council	15 per year	4 years
County Assessor	3 per day	4 years
Coroner	5 a day in fees	2 years

The name indicates the general nature of the duties of the office. Each will be discussed more fully later. Each has a room or office in the courthouse with name on the office door for the benefit of the public.

The Auditor and the County Commissioners have control of most of the public business.

The Clerk of the Court keeps the Court records.

The Sheriff arrests criminals, summons juries and witnesses, and is the peace officer of the County, and keeps the jail.

The Treasurer has charge of the County's tax money, which we pay to him.

ALBERT J. BEVERIDGE,

Junior Senator from Indiana.

The Recorder keeps a record of the deeds of land and of mortgages.

The County Superintendent issues teachers' license and visits the schools, and issues diplomas to common school graduates.

The Truant Officer is required to see that all children from seven to fourteen are in school all the time.

The Commissioners are the overseers and paymasters of the county.

The County Council determine how much money they will let the Commissioners spend in a year.

The County Assessor reviews the reports of the Township Assessors to see if they have overlooked anything or taxed any property too low or too high.

Township Officers.

Trustee, four years, $300 to $1,500; $2 per day.

Advisory Board, four years, $5 a year.

Assessor, four years, $2.50 a day, for seventy-five days, in townships of less than 5,000, up to $2,500 a year in townships of over 100,000.

Road Supervisors, two years, $1.50 a day.

Constable, two years, fees.

Justice of the Peace, four years, fees.

Taxation.

Before going into the details of the conduct of our public offices we will first see how the money is obtained from the people, for the purpose of carrying on our public business, for no government can be carried on without money, and a government can get no money except from its people, in the form of taxes.

Every honest man pays taxes in proportion to the value of his possessions. Each year the Township Assessor goes

to every man and takes down in writing a list of the articles of property he owns, live stock, wagons, books, machinery, money, notes, mortgages, etc., and estimates their value. The citizen who gives the assessor a list of his property must swear that it is a true statement of all he has, so help him God, although some dishonest men keep back more than half their property. Thus they swear a lie. What is it to swear a lie? It is perjury. If they are caught at this game they must pay all the back tax for this property, and pay a fine of not less than $50 nor more than $5,000 into the county treasury.

Property is hardly ever assessed at more than two-thirds of its actual value unless the property is actual money. Though you pay your taxes all in one sum it is divided up into several different funds, such as the school tax, township tax, State tax, road tax, etc. The County Treasurer distributes your money out into its separate funds. All the different funds together call for a tax rate of about 2 per cent. Thus if your property is worth $1,500 you are assessed at $1,000 and your tax is $20 a year. You can pay half of it before the first Monday in May, and the other half before the first Monday in November. If you don't pay the first half on time, 10 per cent. is added to the whole amount. If not paid in November it is marked delinquent and your land is advertised in one of the county newspapers as being for sale for taxes and a similar notice is posted in the Court House, the sale to begin on the second Monday in February. It is sold to the highest bidder. If you let some other man bid it off he pays the taxes and gets the land at his bid. Or sometimes a part is sold to the person offering to pay the tax for the least part of the land.

You can, however, redeem it at any time within two years by paying the back tax and all the costs of the ad-

vertising and selling. You must also pay to the purchaser 10 per cent. additional if redeemed within six months, 15 per cent. if redeemed after six months and in less than one year, and 25 per cent. if redeemed after the lapse of one year. So it pays to be punctual. If you cultivate the habit of never allowing yourself to be tardy at school nor at any place of business you will never let your land be sold for delinquent taxes.

Yet, I knew a boy once who was at school very early every day and yet was nearly always tardy—with his lessons.

Each man under 50 years of age pays a poll tax of $2 to $2.50.

Each owner of a dog must pay a tax of $1 on him, whether the dog is worth three cents or not; and a tax of $2 on each additional dog he owns besides the first one. The tax on a good horse is only about a dollar. The dog tax goes into a fund to pay the sheep-owners for sheep killed by dogs. This fund is always a little more than pays for the sheep killed in the State and helps out the school fund besides. So dogs are of some use after all—to the public. But their board bill is high for their owners. You scarcely ever see a gang of dogs at a rich man's house, but you see sheep in his fields, for some other man's dog to kill. Did you ever know a man or boy to admit that his own dog killed sheep?

Some one get an inventory sheet from the Township Assessor, bring it to school and assess some one, but don't make the assessment too high.

The County Treasurer.

The County Treasurer has a great deal to do with all this tax business we have been talking about. But he does not fix the rates of taxation. If your taxes are too low,

therefore, do not criticise the Treasurer, but the Commissioners, or the Assessor, or the Trustee. Better still, don't criticise any one till sure you're right, then go ahead, as Davy Crockett used to say. When you pay him your taxes, be sure to get your tax receipt—a slip of paper signed by the Treasurer showing just what you have paid. Do this before leaving the office. The Treasurer and his clerks stand behind the counters just like cashiers in a bank.

As the end of the tax-paying time draws near, the office is crowded every day by persons who must wait their turn, and are in a swivet for fear they will become delinquent.

Have you thought of anything else to be said about the Treasurer? Well, he must give a very large bond before he can take charge of his office. A large number of citizens who own real estate, must sign an agreement to pay the county all the tax money if the Treasurer runs off with it, which he sometimes does. His bond is from $100,000 to $1,000,000. Always vote for an honest man for Treasurer.

In addition to the salary, the Treasurer also gets a certain per cent. of the delinquent taxes he collects. He must require nonresidents to pay a license tax on a stock of goods which they bring in to sell; as sometimes a merchant sends a stock of cloaks or clothing or books into another county for a short time to sell cheap. Did you ever hear of this being done? When and where? The next time you go to the county seat, step into the Treasurer's office and see how the Treasurer looks and acts. Probably you know him. If so, describe him.

The County Commissioners and County Council.

What is done with all this tax money? You say it is spent to pay the officers for collecting it. But who gets to spend it, and to say what it is spent for?

The law regulates part of it, and the County Commissioners dispose of the rest of the county funds; the township trustee of the township funds, and the Legislature of the State funds.

The County Council, of seven men, is a new part of county government that begun in Indiana in November, 1900. The first Council was elected for two years; in 1902 they were elected for four years and that will be the length of their term until the law is changed. All they have to do is to regulate the amount of money the Commissioners may spend out of a certain fund. They can not control the Commissioners as to their manner of using this money. When the Council sets aside, say, $500 for repairing a bridge, the act is called "making an appropriation."

When the citizens of any county want a bridge built by the county they sign a petition, asking the County Commissioners to build it with the public money appropriated for that purpose. The three Commissioners meet on the first Monday of each month in the office of the County Auditor. The different petitions which have been left on file with the Auditor since their last meeting are taken up one by one and considered.

The Board of Commissioners constitute a court of three to consider these petitions and all claims against the county for services performed or goods furnished. Each monthly meeting is called a "term of the Commissioners' Court."

When a petition is presented the two leading questions to settle are: First. Is this improvement needed by the

general public? Second. Is there any money that can be used to pay for it?

If a bridge is wanted across some stream and the Commissioners desire to build it, the law requires them first to send a Surveyor or some competent person to the place to see, by careful measurement, just how long a bridge is needed. also how long and high the grade should be. What kind of a bank and what it would probably cost. Then, if they decide it would be worth its cost to the county, they employ an architect to make out, in writings and drawings, what is called the "plans and specifications," a written description of the bridge, grades, etc. This description must be placed on file in the Auditor's office. Then they advertise in the papers that on a certain day they will receive sealed bids for the work called for, and the man who gives a bond to build such a bridge for the least money, gets the job. If he doesn't do his work according to the contract, he gets no pay, unless the Commissioners are foolish enough to give it to him. Commissioners don't like to act foolish. If two of them vote for a measure it is sufficient to carry it through.

Whenever any person does any work for the county by contract, he presents his bill to the Commissioners for his pay. They allow his claim, the Auditor writes him an "order" or warrant which he takes to the Treasurer, and gets his money. All the county officers must present to this Board a bill for their salaries, which are payable usually each three months. The County Council has more to say about what the Commissioners can not do than about what they must do with the public money. The Council meets in September of each year, and fixes the rate of county taxes, and as we said a few pages ago, the council "appropriates" just so much money for certain purposes.

If any contractor builds a bridge for the county, after the bridge money is all used up, he can not sue the county for his pay, even though the Commissioners had hired him to build it, by a written contract. Neither can the Commissioners run the county in debt without the consent of the County Council. So, before you loan the county any money or build it a bridge, make it your business to see that enough money has been appropriated to build the bridge and for that purpose, or that the Council has authorized the Commissioners to borrow your money.

Before the September meeting of the Council the Commissioners are supposed to make out a careful estimate of what public conveniences are needed, what they will probably cost, and ask the County Council to appropriate sufficient money to pay for them. The Council are also asked to make a sufficient tax levy to raise enough money to satisfy the appropriation.

The Council can not appropriate money out of the road fund into the school fund, nor from any fund into another. If there is any money left in the dog tax fund of a township after paying for the sheep killed by the dogs, the surplus is turned into the tuition fund of the township. Money paid in the way of fines and forfeited bonds goes into the permanent State school fund to be loaned for the interest. We mention these items here because these funds are kept in charge by the County Treasurer..

Do you know who your County Commissioners are? Or any members of the County Council? You might elect a Board of Commissioners of some of your classmates, who would transact some public business—grant a liquor license, or a petition to build a bridge, or give consent to put telephone poles along the public highway.

The law allows the Commissioners to employ a County Attorney to advise them as to the law on doubtful questions.

The Auditor keeps a detailed record of all the proceedings of the Commissioners' Court. By going to his office you can find a record of their doings clear back to the early history of your county.

Liquor License.

Some more of the Commissioners' jurisdiction as a court is the granting or denying of liquor license. When any citizen desires a liquor license he obtains it from the County Commissioners in the following manner: He publishes a notice for three weeks in some weekly newspaper published in the county, that at a certain monthly term of the Commissioners' Court he will apply for license to sell liquor in a certain described building in some certain town or city (naming it). Then he must prove to the Commissioners that he is of good moral character, and must give a $2,000 bond to pay all fines for any violations of the liquor laws, and to pay damages for any injuries that result from improper management of his business. The Commissioners must see that these requirements have been complied with before they issue the applicant a license—a sheet of paper about a foot square authorizing him to sell liquors and permit them to be drunk on his premises. Then the applicant pays the Treasurer $100 and the Auditor issues him his license, good for just one year.

In some towns and in nearly all cities a saloonkeeper is also required to take out a town or city license, but the Commissioners have nothing to do with this part of it. The $100 paid to the Treasurer goes into the county tuition fund to be distributed out among the different townships and city schools.

The Government also gets a license fee of $25. The town license fee and city license fee go into the general

treasury of the town or city to be used for whatever wanted. Cities may charge as high as $250 a year; incorporated towns $150. Both usually charge the full limit.

A city of 4,000 people is likely to have fifteen saloons, paying $250 each, or $3,750. A tax of 93 cents apiece on the people would raise this same sum without any saloons at all. Some would rather pay the 93 cents or even 95 cents and do without saloons. Others think we could scarcely get along without them.

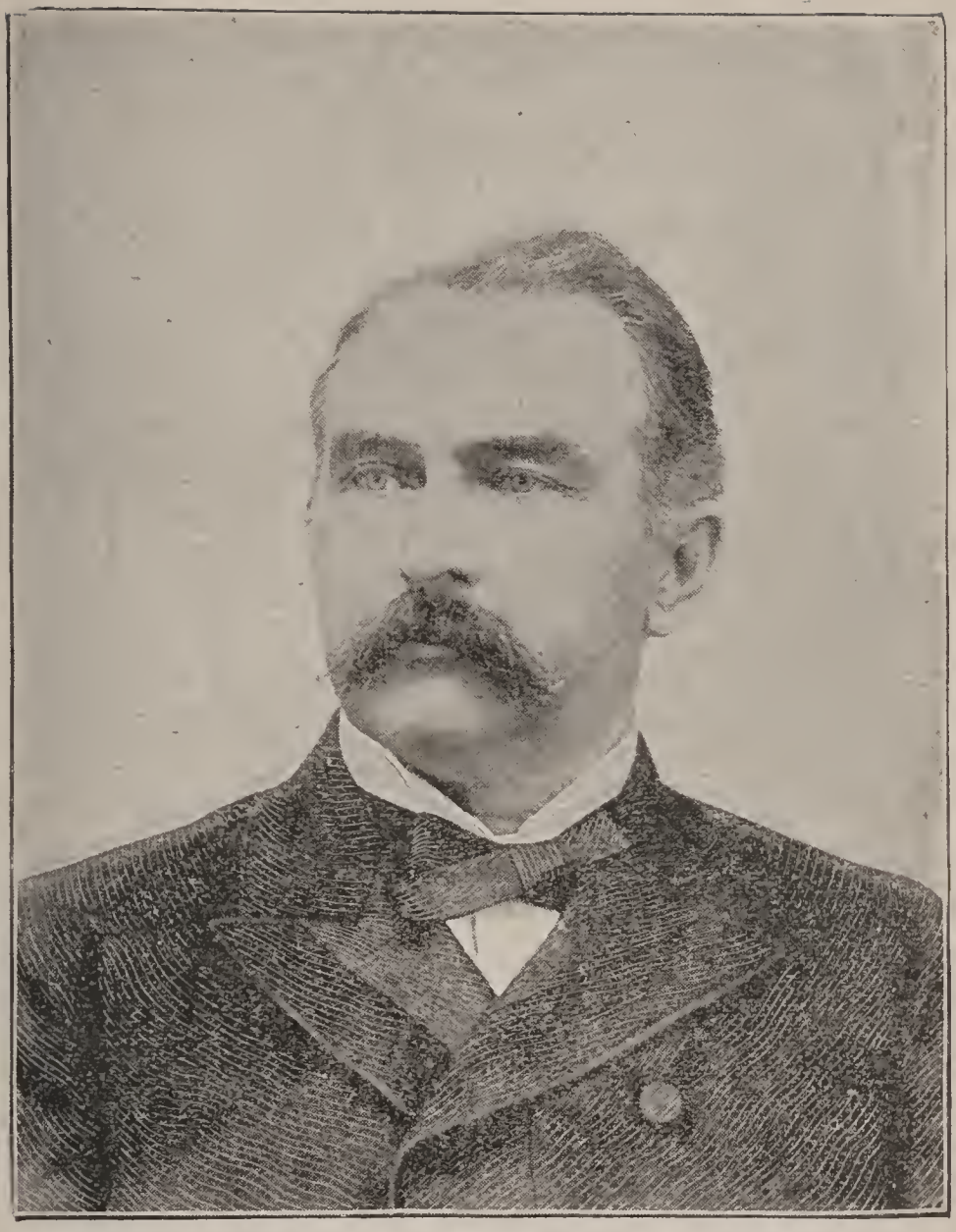
Remonstrance.

If a majority of the citizens of any township or city ward object to a saloon being conducted in their community, they can remonstrate in writing and prevent it. Or any legal voter may remonstrate alone and defeat the application by showing that the applicant is unfit to be entrusted with the sale of intoxicating liquor.

When they see in the paper that notice we spoke of a while ago announcing that some one is making application for a license they may sign a written remonstrance or objection and send it to the County Auditor three days before the first Monday of the month in which the application is to be heard. Then the Commissioners can not grant the license.

The citizens of a city ward may remonstrate in the same manner.

Did you ever see in any county paper a "Notice of Application?" It must be in a paper published in that county; in a weekly paper, except in cities of over 10,000, where they may give notice in a daily paper. So you see the importance of reading your county papers. Sometimes the citizens who are opposed to saloons all authorize



CLAUDE MATTHEWS,

Governor of Indiana from 1893–97.

one man to sign all their names to a "blanket" remonstrance. This is called "signing by power of attorney."

Did you ever hear of this being done?

Recorder.

When you buy a jack knife or a bicycle or a book, you simply pay the money, take the goods, and the trade is over—unless you bought those necessary articles on credit. In the latter case the merchant charges the account on his books or takes your note. But if you buy a piece of land you will want the owner to give you a written deed for it and guarantee that he and none other has a right to sell it to you. He must sign this deed in the presence of a notary public, or a justice of the peace or a city mayor. Then you take the deed to the office of the County Recorder in the court house and have him record it. That is, he copies it down in a big book for that purpose. In each County Recorder's office in this State you will find a big stack of such books, written full of the copies of deeds. He charges you $1 for copying it. You also pay the Auditor 10 cents for making a notice of the "transfer of ownership" on his tax books.

You notice in the county papers each week, "Real Estate Transfers." This means sales of land. Land and whatever is growing or built upon it is real estate. All other property is called "personal property." If you don't pay for the land at the time you buy it, you give the seller a mortgage on it and it is his business to get that mortgage recorded, which will cost him $1.

If the mortgage and the deed get lost the public records in the court house will show who owns each tract of land in the county. Never buy a farm or a lot without first going to the Recorder's office to see if there is any

mortgage on the real estate, or whether you are paying the right party for it. Better require the seller to furnish you an "abstract," which is a copy of all the deeds ever made for that land from the time the United States sold it to its first white owner and old settler.

The Recorder takes no part in managing the affairs of his county. He handles no funds, except the fees, which belong to the county. He just copies down whatever people bring in. His salary is fixed by law according to the population of the county. Where the population is about 25,000 he gets about $1,500 a year. Who is your County Recorder? Who has sold any land near here lately? Describe the necessary transactions in closing the affair.

Auditor.

As you have already noticed, the Auditor's duties are prettly largely connected with those of Recorder, Treasurer, Sheriff and Commissioners. He has, however, some special duties and powers of his own. For instance, if any township trustee dies or resigns or goes insane the Auditor at once appoints another man to fill the vacancy. He has the same powers as to township assessor. He must approve the bonds of all the county officers whenever he deems them safe and sufficient. He has charge of the permanent school fund of the county, and persons who desire to borrow from it must deal altogether with the Auditor He receives the reports of the township assessors.

When any one owes the county for borrowed school fund or interest on the school fund, he must pay the money to the Treasurer and bring the Treasurer's receipt to the Auditor, who then gives him a "quietus," which is the receipt that counts, for the receipt is worthless without the quietus. When the county owes any one, the

creditor must have his claim allowed by the Board of Commissioners, and the Auditor then issues him a warrant for the amount on the Treasurer, who will pay him his money. The Auditor gives notice of the holding of all elections to aid railroads, and publishes a list of the properties each year on which the taxes are delinquent (unpaid). But the largest and most important work of the Auditor is keeping account of all funds which are received and paid out by the Treasurer, and keeping the records of the transactions of the County Commissioners, and the making of the tax duplicate. In a county where the population is about 25,000 his salary is about $2,400. Who is your present County Auditor? Find out by tomorrow morning.

County Clerk.

The Clerk's chief duties are discussed under the topic of "Courts and Proceedings." In fact he is the Clerk of the Court. He issues all marriage licenses, appoints all administrators of estate, when court is not in session, appoints appraisers for estates, records all wills, appoints guardians for minor children, subject to approval of the judge.

He also preserves the records of all court proceedings and all election returns. It takes two persons to run the office. The average salary is about $2,200, when the population is 25,000.

Sheriff.

The Sheriff is the executive officer of the county. He is the man who must arrest burglars, horse thieves, murderers and all other criminals. His duties are also described in the chapter on "Courts." He attends all ses-

sions of the Circuit and Commissioners' Court. He summons jurymen, posts notices of elections, puts down public riots and is the general peace officer of the county. He resides at the county jail. If he permits a mob to lynch a prisoner his office becomes vacant, unless he can show to the Governor that he did his whole duty to protect the prisoner from the mob. As he has a right to confine the prisoner in any jail in the State out of the reach of the mob he is almost inexcusable for ever allowing a prisoner to be lynched. Mobs generally freeze out in three or four days. Who is your present Sheriff? Would he stand off a mob do you think?

County Superintendent.

The highest educational officer in each county is called the County Superintendent of Public Instruction. No one can teach in any school of the county unless the County Superintendent grants him a teacher's license. The exceptions to this rule are graduates of the State Normal School, who hold a State license for life, and those who hold a license issued by the State Superintendent. Cities of 25,000 population or upward are permitted by the law to regulate their own license system. All city schools have a special superintendent. Towns generally have a "Principal."

The County Superintendent settles disputes between a trustee and the citizens of a township as to the location of a new school house. He also issues diplomas to the graduates of the common school course. The law makes it his duty to visit the schools of the county each year, and allows him a salary of $4 a day for the time he is actually busy at school affairs. It requires part of his time to grade the manuscripts of teachers who take the examination for license, and of graduates.

Under the new school law he orders the school text-books for the county.

Do you know who have been the County Superintendents of this county? Did you ever see any of them when they visited your school?

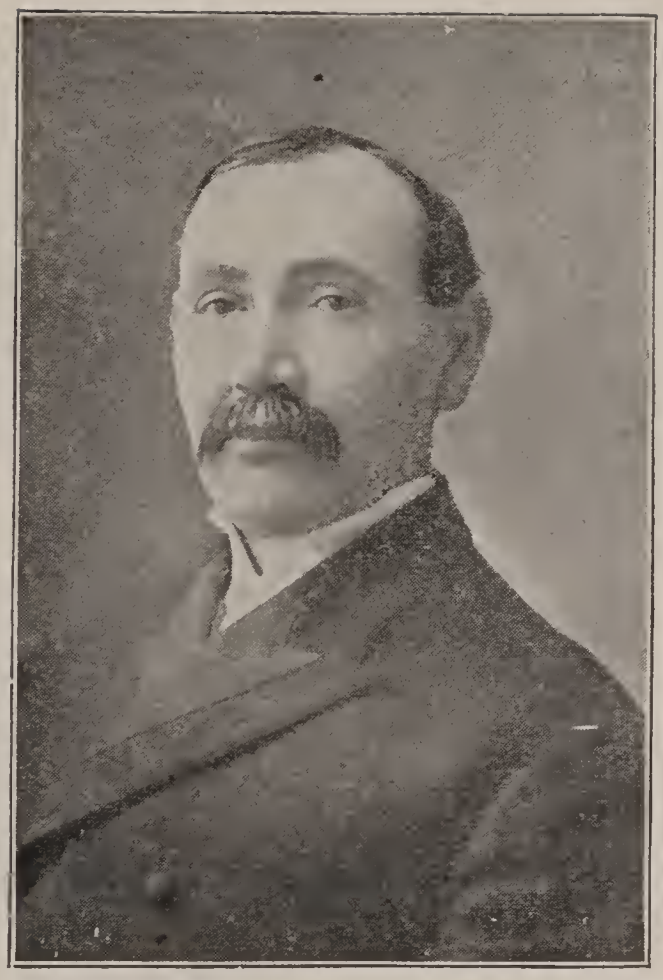
The Superintendent is elected for a term of four years by the township trustees of the county on the first Monday of June. This began in 1899. Before that time they were elected in the same way, at the same time, but for only two years.

Unless he already holds the office he must hold a three-year license to teach, or he can't be elected.

The law says the County Superintendent "shall receive no perquisites whatever." This means that he shall not charge any extras outside of his salary. He must not charge a teacher for a license or a pupil for a diploma. No self-respecting person will offer a superintendent any "perquisites."

In most counties they charge each teacher an institute fee of 50 to 75 cents. This creates an institute fund of $75 to $150. Then the county must give him $50 to $100 for this fund, according to the number of teachers enrolled at the Institute. With all or part of this he employs persons to conduct each year a county institute lasting one week—usually in July or August. All teachers are expected to attend this. It is a good deal like school. Some institutes are good; others poor, owing to whether the Superintendent secures good or poor instructors. The great work for the Superintendent is to keep bad people from teaching, and the schools supplied with good teachers.

A right industrious County Superintendent is worth $15,000 a year to the county. One who does not attend to his duties isn't worth very much.



J. A. HEMENWAY, R.,

Congressman 1st District.

But their salaries are all the same, $4 a day. This makes about $1,240 a year. The county furnishes the postage and an office room. If ever you (if you are a boy), or your husband (if you are a girl), should be a township trustee be mighty careful what you do when a County Superintendent is to be elected.

If you are ever elected a member of the Legislature I want you to vote to repeal the law which makes the Superintendent the purchasing agent for school books. It takes his time, which he could much better spend, and would much rather spend, in superintending the schools of his county. Almost any bookkeeper could see after this, but not everybody is capable of being a good County Superintendent.

Truant Officer.

Since 1897 Indiana has had a compulsory education law. We now have in each county an official to see that this law is enforced. He is called the County Truant Officer. It is his duty to prosecute parents who refuse to let their children go to school. A parent or guardian must keep his children, between 7 and 14 years of age, in school all the time school is in session in his district or city. The Truant Officer is elected each May by the township trustees and presidents of City School Boards. His salary is $2 a day.

Perhaps you have never seen a Truant Officer nor heard of his looking after truant children. It is perhaps in some other township than your own that he has been busy. He has been at work somewhere for he never loses a day and draws pay for about 140 days' service each year. By tomorrow morning see if you can learn the name of the present Truant Officer and his postoffice address. If you know

of any children who are growing up in ignorance write him a letter telling him about it—no difference what grade you are in at school. What a bad thing it is for any young person to grow up in ignorance—but the law blames the parent, instead of the child, and that is right, isn't it? The boy or girl who loafs around instead of going to school doesn't realize what an education is till it is too late. It is the Truant Officer's duty to prosecute the parent after you write him that such parent is violating the law. Many men have been fined, and some sent to jail for keeping their children out of school. Some people say it isn't anybody's business if a father keeps his children out of school. Among hogs and cattle it doesn't make much difference to one of the drove what another one does, but among men and women it is everybody's business what every one else does. So write your letter even if some one says "mind your own business." If you don't tell anybody that you are going to do so, nobody will know it. Always help carry out all the laws of your State and country. That is better patriotism than to wave the flag of your country and then disregard the laws. Write your letter this way:

Dear Mr. Truant Officer:

Little Johnny (or Mary) So and So belongs to our district and is not attending school anywhere. He is .... years old. His father is living, but pays no attention to him and says people already have too much education. Please come down tomorrow and get after the old man with a sharp stick.

Yours truly,

WIGGLY WILLIE.

Do you believe in a law that compels parents to send their children to school when they can't get good clothes?

The wild savage races of the Pacific Islands have no schools, but their country is controlled by other governments that do have schools. If a citizen is too sick or too lazy to get clothes and books for his children will it cost any more for them to go to school and warm by the fire than to shiver at home, or hunt rabbits, or loaf on the store boxes? Think on the matter before answering.

Coroner.

The people usually elect a physician to the office of Coroner. His chief duty is to hold "inquests" over the bodies of persons who have met death by violence or from any unknown cause, and to determine what was probably the direct and indirect cause of death. The inquest is somewhat like a trial in a Justice's Court. The Coroner may summon witnesses and have them testify. He generally asks a clerk to take down their testimony in writing and has the witness sworn to the written statement. If the Coroner finds that any person has criminally caused the death, he issues a warrant for such person's arrest, and causes him to be sent to jail to await the action of the grand jury.

Witnesses in a Coroner's inquest receive 75 cents a day and 5 cents per mile necessarily traveled—paid by the county. The Coroner may deputize any justice in the county to hold an inquest for him.

If the Sheriff of the county dies or resigns the Coroner becomes Sheriff for the remainder of the Sheriff's term. The Coroner is the official who must serve the writ when the Sheriff is to be arrested.

County Surveyor.

People would not notice much difference if this office did not exist. His compensation consists in fees. But

landowners can employ other surveyors at the same fees. Th County Commissioners, however, usually employ the County Surveyor to do the surveying desired by the county. He locates boundary lines between farms, runs the line of public ditches and highways.

The Grand Jury.

You have no doubt often heard people say that somebody's meanness ought to be reported to the Grand Jury. Probably you or some of your neighbors have been summoned to appear before the Grand Jury to tell what you know of violations of the law down in your neighborhood. The Grand Jury is always composed of six men of the county. They meet in a room in the court house, lock the doors, and admit one person at a time, and force him to answer, if he can, whatever questions they or the prosecutor asks him about violations of the law.

Before they begin their work they must come into the court room where the Judge instructs them how to proceed.

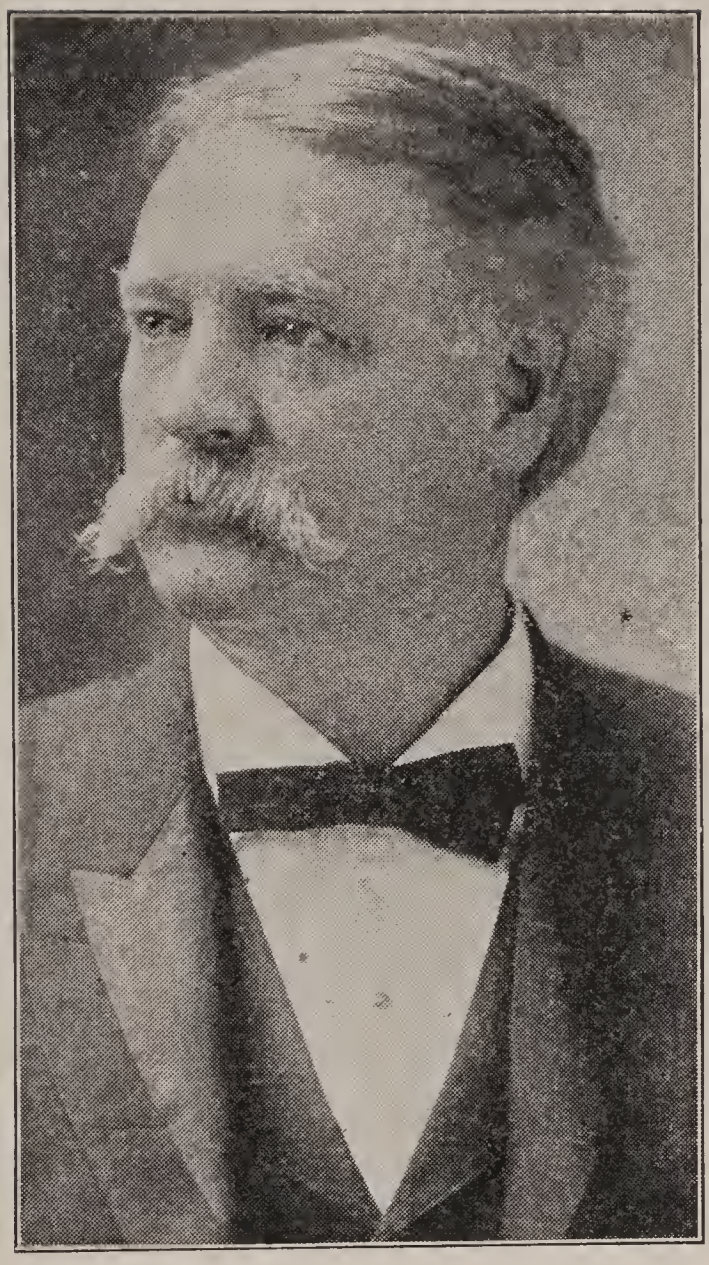
He orders them to investigate fearlessly and impartially, and to indict each and every man who seems to be guilty of any crime or misdemeanor. They then must take oath that they will do so. Then they and the prosecutor give to the Sheriff the name of every person they want, who they think can disclose any crime and the Sheriff summons the parties to appear before the Grand Jury. Very often the person summoned doesn't know what is wanted of him, but must go or he is liable to be arrested and fined for contempt of court. People who want crime prosecuted often write letters to the prosecutor, telling who would probably be good witnesses. And these witnesses are summoned. No one ever knows exact-

ly what is done by a Grand Jury nor how it is done. The door is always guarded by a bailiff. When he sends a witness into the room one of the grand jurymen, called the "foreman," has him take an oath to answer truly all interrogatories and not divulge anything which transpires. If he comes out and tells what was said he is liable to a heavy fine. If a witness testifies that he saw Henry Dale steal something, or try to steal it, or burn a house, or beat a horse cruelly, or disturb a civil meeting, the Grand Jury indicts him. That is, they write out a "true bill," as it is called, charging him with the offense, and hand this bill to the Clerk. At least five of the Grand Jury must concur in an indictment before it can be returned, and the "bill" must be signed by the foreman. The Clerk then writes out a warrant for his arrest and hands it to the Sheriff, who arrests him. Henry Dale must then either go to jail or give bond. That is, must give security that he will either remain and stand trial or pay a certain sum of money. Sometimes the Sheriff doesn't arrest him, because Henry Dale is not to be found, but has gone West for his health when the Grand Jury meets.

If you want to prosecute a criminal and the Grand Jury is not in session, you can do so by affidavit and information by the help of the Prosecuting Attorney. Who is he? How is the Grand Jury chosen?

How Juries are Drawn.

Each year the judge appoints two freeholders, well known to be of opposite politics, as jury commissioners to serve during the following calendar year. Such jury commissioners, after taking an oath to select only such men for jurymen as they believe to be of good repute for honesty and intelligence, and not to select any who has asked



ROBERT W. MIERS, D.,

Congressman 2d District.

to be selected, proceed to take from the names on the tax duplicate twice as many jurymen as are required for both grand and petit jury for all the terms of court to be held in the county within the year. They shall write each man's name on a separate slip of paper and place the slips in a box and deliver the box locked to the Clerk of the Court. The Commissioner whose politics is opposite that of the Clerk shall keep the key.

The jury commissioners must also be careful to select men who are voters in the county and who are either freeholders (land owners) or householders (married men).

Within a week before the commencement of a term of court the Clerk has the Commissioner with the key to shake the box well and open it. The Clerk then draws out six slips of paper, one at a time. The names on the slips are the names of the six men who are to be the grand jurors. Then he draws twelve more names for the twelve members of the petit or trial jury.

The sheriff summons these jurymen to come to court whenever the judge so orders.

Jurymen receive $2 a day and 5 cents for each mile necessarily traveled, to be paid out of the county treasury.

If a citizen applies to be a member of the jury or requests any one to procure him a place on either grand or petit jury he is liable to a fine for contempt of court.

Courts and Court Proceedings—Civil Cases.

What are courts for, anyway? They furnish the way for you to obtain those rights which the law says you are entitled to. All the laws in the world could do you no good if there were not courts to start them in motion for you and other persons.

If a man has borrowed money of you and won't pay it back, or has bought something of you and now won't pay you for it, how are you going to get your money? You answer that you will sue him. So you will sue him, will you? If you go and show him the law that says he has to pay it, that still doesn't get you the money. Well, then, let's sue him and get it by law. You must do it all in writing. You first get your attorney (or you may be your own attorney) to write your complaint, as it is called. The complaint must say that Mr. A. owes you a certain amount of money, which is now due and unpaid. If he gave you his note, say so, and copy the words and figures of the note into your complaint, and in it also ask the court to award you a certain amount and costs. Your complaint might read:

State of Indiana, In the. . . .Circuit Court.
. . . . County. . . . . Term, 1903.

John Doe vs. Richard Roe.

The plaintiff complains of the defendant and says, that the defendant on the 30th day of March, 1902, bought of plaintiff a horse for which defendant agreed to pay $150 and gave his promissory note therefor due one day after date. That said note is due and unpaid and a copy of said note, marked exhibit "A" is made a part of this complaint. Wherefore plaintiff demands judgment for $200 and costs and all other proper relief.

. . . . . .

Plaintiff.

Before you read any further guess how you are ever going to get this to the attention of the court (the Judge). Court is in session only certain months each year in most counties.

The law requires the Clerk to keep his office open all day every working day in the year. You take your written complaint to the Clerk and hand it to him, saying, "I wish to file this complaint." It is almost like mailing a letter. Don't try to tell the Clerk what is in the complaint, for he doesn't care. You are not the first person who has ever filed a complaint. He cares no more about it than the postmaster cares what is in a letter you are mailing. But you haven't got your money yet. However, you go home and let the matter rest for a while. You have written on the back of your complaint the day that he is to appear in court. He is called the defendant, and you the plaintiff, because you are complaining and he must defend.

In due time the Clerk writes out a slip called a "summons" and hands to the Sheriff. It reads, "To the Sheriff of ..... County: You are hereby commanded to summons Richard Roe (or whoever it is that owes you) to appear in the ..... Circuit Court on the ..... day (whatever day you have named, just so you have given him ten days' notice) and answer the complaint of (your name) wherein he claims the sum of $200.

Signed, ...

Clerk.

The Sheriff then goes out to hunt up this defendant to read him this summons and "return" the summons to the Clerk. If the defendant does not appear on the day set you may take a "default" against him. If he never appears, the Judge renders a judgment against him.

But you still haven't got your money. The judgment in your favor doesn't authorize you to go and take his corn or horses or piano. The Clerk will then give the Sheriff an execution—an order for the Sheriff to levy on

defendant's property. After giving ten days' public and written notice the Sheriff may sell at auction to the highest bidder and pay you the amount he owes and give the defendant the remainder, if any is left. If he is a married man who owes you, the law allows him to keep $600 worth of property, no difference how much he owes. So be careful about loaning money or selling on credit to married men. But now suppose that you haven't his note, and suppose he claims that he doesn't owe you but $40, how are you going to get your money? When he appears in court to deny some part of it, he denies by filing his "answer." Each party then names the witnesses to prove his side of the case and the Judge sets a day for trial. The Sheriff subpœnas the witnesses and they must all take an oath to tell the truth, the whole truth, and nothing but the truth, so help them God. You, being the plaintiff, will go on the witness stand first. Your lawyer will sit near and ask you to state to the judge or jury all the facts of the transaction with defendant. He will ask you a great many questions. Witnesses are asked to tell where they live, what their business is, and sometimes their age. Men and boys don't care, but girls of 22 sometimes object. When the lawyer has asked you all he cares to you must then answer a good many questions by the defendant's lawyer, who is likely to be a very bad man. This is called cross-examination. You don't have to answer his questions except on matters which your own lawyer asked you about.

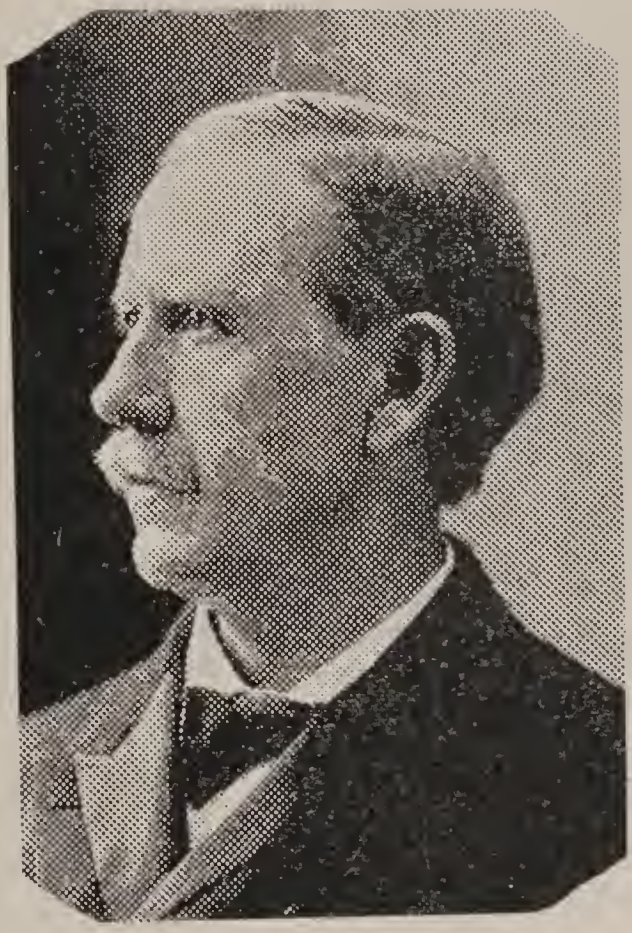
The Judge decides whether a witness has to answer a question, and if he refuses when the judge orders him to answer he will pretty likely be fined or sent to jail for contempt of court. If one of the witnesses who was present at the horse trade swears a falsehood against you he is guilty of perjury, and it is your duty to send him to

the penitentiary for two years and have him fined a thousand dollars. This is very much easier said than done. After you and your witnesses have told almost everything you know the defendant and his witnesses testify. Then the lawyers argue the case just like debating the question at school, "Which is the more useful, the horse or the cow?" I had forgotten to say that if either side demands a jury the trial must be conducted in the presence of a jury of twelve men, who must be either married or the owner of land. By agreement of all interested parties the jury may be a less number. So you see what is necessary for you to serve on a jury. Then the lawyers make their speeches to the jury, but the Judge remains present to see that lawyers do not ask improper questions nor say improper things.

Most trials are held in the big room of the court house, called the Court Room. You have been there, haven't you? All courts must be open to the public. You can go quietly in at any time and observe the proceedings. Do you know who is the Judge for your county? Or the Prosecuting Attorney?

The costs in a suit mean the fees charged by the Clerk and Sheriff, and the witnesses. The losing party in a lawsuit is supposed to have been in the wrong, therefore responsible for the lawsuit, and must pay the costs. But if you sue for $150, and the defendant offers to pay $40, and the judge or jury finds that he owes you but $35, then you must pay all the costs. The costs run from $10 to $30, outside the witness fees. Witnesses are allowed $1.25 a day and 5 cents a mile for the round trip from their home to the county seat.

The court I have just described, which is carried on at the county court house, is called the Circuit Court. So when you hear men say they will sue in the



FRANCIS M. GRIFFITH, D.,

Congressman 4th District.

Circuit Court they mean they will go to the county seat and file their complaint with the County Clerk and have the Sheriff notify the witnesses and defendant.

If either party is dissatisfied with the decision he can appeal to the Supreme or Appellate Courts as explained in the chapter on "Laws, Lawyers and Practice." All verdicts in a justice of the peace court may be appealed to the Circuit Court and tried as a new case.

If you sue for a small amount and want to give your neighbors something to talk about, you will probably sue before a justice of the peace—'Squire So and So.

He is a one-horse judge and the constable is his sheriff. The justice is his own clerk. Either side may demand a jury—usually a jury of six—and the loser pays the costs. You can sue for amounts below $200 in a justice's court. The justice can administer oaths, acknowledge deeds, and solemnize marriage contracts, but can not grant divorces.

All suits for money or for right of way, etc., are called civil suits. We can't put a man in jail in this country for debt, but we can for crime. Any case in which a man may be punished in any way is called a "Criminal Case," or "State's Case," even if the fine is only one cent. When Henry Dale gets drunk in public and creates a disturbance, he violates the criminal law and commits a misdemeanor, but he doesn't thereby become indebted to anyone for $5, but owes the State. Any boy or girl or man or woman may go before a justice of the peace or mayor and make an affidavit that such is true. The affidavit reads:

State of Indiana, ... County, ss:

State of Indiana vs. Henry Dale.

Weary Willie being duly sworn upon his oath says, that in said county on or about the 20th of January, 1903,

Henry Dale was then and there unlawfully found in a state of intoxication in a public place, towit: The Main street of Needmore.

Weary Willie.

Subscribed and sworn before me this 22d day of January, 1903.

I. G., Justice of the Peace.

The justice must issue a warrant which reads:

State of Indiana, ... County, ss:

To any constable of ..... county, you are hereby commanded to arrest Henry Dale and bring him forthwith before me to answer the charge of being drunk, etc.

When Henry arrives the justice pushes back his spectacles and asks: "What answer do you make, guilty or not guilty?" If he answers guilty the justice must impose a fine and charge him up with the costs. Henry must pay the bill, or stay it or go to jail and stay as many days as he owes dollars.

All this prosecution may be done in the Circuit Court just as easily as in a justice's court. If he pleads not guilty he doesn't have to prove that he was not drunk; nor anything else. The State, or prosecution must prove beyond all reasonable doubt that he was drunk or the justice must acquit him, that is, set him free and tell him to go about his business. A man can not be punished for refusing to testify against himself, and the law gives the accused person the benefit of every doubt.

If a person is arrested for a crime or misdemeanor when court is not in session, he can not have his trial at that time. Unless charged with murder he can give bond or bail if friends will sign it and thus remain free

till time for the trial. This bond is a written guarantee that he will not run away but will stay and stand his trial even if he has to go to the penitentiary. If his bond is $1,000, and he runs away, the county first takes his property for the bond, and if that doesn't bring $1,000 his bondsmen must come in and pay the remainder. The bond money goes to the school fund.

The jurisdiction or authority of each judge extends over what is called a judicial district. This may be one or more counties according to population. About 50,000 inhabitants is an average district population. In each district a judge is elected every six years. A prosecuting attorney is elected every two years; it is his duty to prosecute all criminals. He receives a salary of $500 a year from the State and a fee of $5 from every person convicted of misdemeanor—unless the prisoner lays out his fine in jail. Then the prosecutor loses his fee. In certain cases in Circuit Court he gets $7.50.

When the defendant in a divorce suit is unable to employ a lawyer to prevent the divorce the prosecutor must act as defendant's attorney if requested to do so. When a prosecutor dies or resigns the Governor appoints some attorney to fill the vacancy. He generally has a deputy in each township who may claim a fee of $5 for each conviction. The justice must notify him and he can claim his fee even if the party pleads guilty. Now, just because you may know a little law don't make a business of threatening your friends with lawsuits or your friends will become very scarce. Laws and courts are only to be used as a last resort. The man who always talks of taking his troubles to court usually finds it a most expensive school of experience, where the knowledge gained is worth less than the tuition. The study of law is a grand and inspiring study. Your very freedom is guaranteed to you

by the laws of your country and State. Persons who know the law very rarely get into court. Still if you can't get justice otherwise, then go to the law.

Cities.

The law making part of a city government is the Common Council and the City Mayor. There are also the City Clerk, the City Treasurer and City Marshal, who have about the same duties as the corresponding officials in a town. A town must attain a population of 2,000 before it can change into a city government. A city government has greater powers than a town government, and for that reason the people of a town nearly always vote to adopt the city government just as soon as they can count enough people—2,000—sometimes before.

The regulations passed by the Trustees of a town or by the City Council of a city are called ordinances. These are published in the papers so people will know about them, and are then laws for the people who live or stop there, just as much as the State laws. So you had better read the papers. In some cities and towns they fine a man for leaving his horse untied on the street while he goes into a store to buy dry goods or wet goods, or for driving too fast on the streets, or riding a bicycle on the sidewalk, or for spitting tobacco on the sidewalk, or for peddling goods without a license. Sometimes when a marshal wants to make a few cents he arrests a stranger for doing some of these things, while people who live there do the same every day. It is a good marshal who enforces all the laws and ordinances.

When a man violates a city ordinance and is arrested, he is generally brought before the Mayor for trial. A railroad company not long ago violated a city ordinance by

refusing to put a flagman at a certain street crossing to warn persons of approaching trains. Well, the marshal couldn't arrest the railroad. But the city notified the railroad agent of the town (the ticket agent and telegraph operator) to appear in court. The Mayor inflicted a heavy fine upon the road and they had to pay it or the city would have taken possession of one or more of its trains, arrested the men who tried to take the train away and put them into the jail or calaboose.

A city may build or purchase an electric light plant, a system of water works and furnish these necessaries to the people. Or they may charter a private person to do so.

The city schools are entirely controlled by a board of three school trustees, elected by the Council. They usually employ a City Superintendent to make the course of study and assume general control of all the schools of the city.

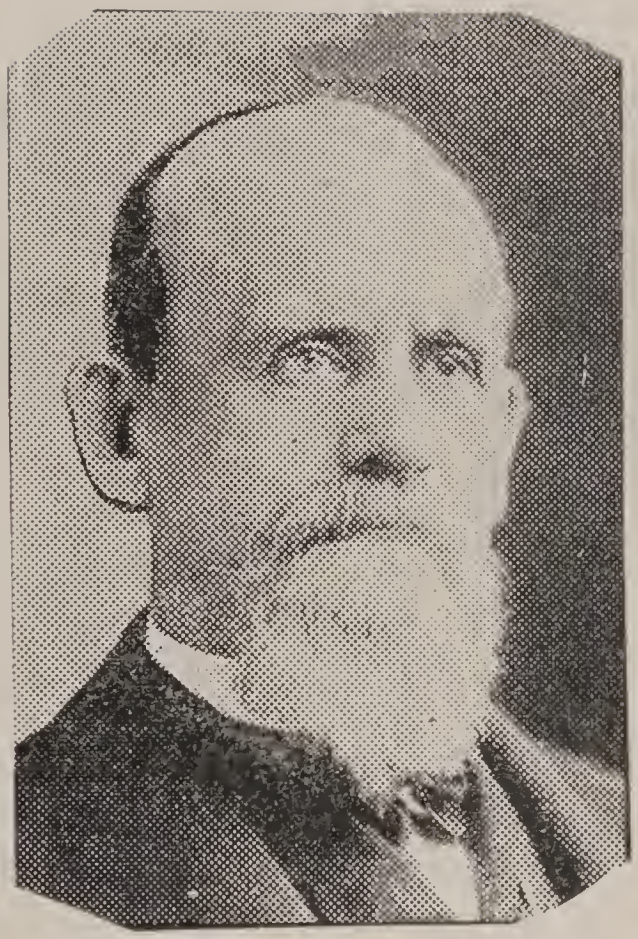
If you can conveniently do so visit two or three Council meetings in succession. Go early and stay till the meeting adjourns.

Towns.

In the county are a number of small towns and villages. You have perhaps been through several of them. Which ones? Some are incorporated—that is, have a town government. The law making part of this government is the Board of Trustees, not less than three nor more than seven, elected by the people.

The trustees may levy taxes for improvements, such as sidewalks, streets, public wells and electric lights, to provide apparatus for extinguishing fires, etc.

The town marshal is to keep the peace, to arrest drunk or disorderly persons, and supervise the working of the



E. S. HOLLIDAY, R.,

Congressman 5th District.

streets. The town clerk keeps the minutes of the trustees' meetings and the town treasurer has charge of the town funds. When a peddler or an auctioneer wishes to sell goods at the houses or upon the street he often has to go to the clerk and obtain a license to do so. It costs a man about a dollar for the privilege of selling a wagon load of watermelons on the streets unless he has raised them himself. Of course he can sell to merchants without any license. A town may also have a board of three school trustees, but if the population is less than 1,500 they may leave the school to be controlled and supported by the township trustee.

The Poor House.

In almost every county there is a large farm known in law as the County Farm, but generally called by the people, "The Poor House." This is kept by a superintendent appointed by the County Commissioners as a home for the aged and helpless who have no other home. The trustee may assist poor persons in his township to the extent of $15 a year each, and by special permission of the commissioners may give still more. If it appears that such persons are likely to remain permanently "on the township," that is, can never again make a living, the Trustees must take them to the County Farm. This is generally a pretty good sort of home and sometimes persons, just as a matter of pure laziness, go there to make it their home.

Township Trustee.

No public office is more important to the people directly than that of Township Trustee. All the Trustees of the State together are a much more important affair than the Governor or President.

The Township Trustee is the general manager, bookkeeper, treasurer, educational overseer for all the people of the township, outside the cities and towns. While all these duties give him great powers, his responsibility is also very great, and he receives so much criticism and abuse and such little credit that the office ought to pay a great big salary. Here are some of the duties the law puts on him:

He, in the first place, must keep a written record of all the township business. Must take charge of the financial affairs of the township. Receive from the County Treasurer all money belonging to the township and pay out the same according to law.

If any Road Supervisor dies or resigns the Trustee must appoint someone to fill the vacancy.

He must see that all the different township funds for roads, schools, poor and other purposes, be used in the right way, and perform all the duties which in an early day up to 1859 were performed by a Township Trustee, a Clerk and a Treasurer.

If any property, such as road tools, school property or any other belongs to the township, the Trustee must see after its protection.

He builds all schoolhouses, keeps the schools in session, purchases fuel, provides repairs, takes care of the premises, in fact, the Trustee is expected to see after all the school affairs of every kind, and many are the tales of needed repairs and changes, etc., that he must listen to. He is by law the inspector of all elections in his precinct, unless some candidate on some ticket is his near kinsman —as near as a second cousin—in which case he is ineligible.

When the Trustee desires to build a bridge he may do so without asking the consent of anybody, except he may

ask the Advisory Board for an appropriation, unless the bridge costs more than $75. If it costs more than $75 and less than $500, the Trustee must also have the consent of the County Commissioners or a township election. If the people of a township, however, determine to build a bridge which costs even more than $500, they can hold an election and vote for it, and if a majority favor the bridge the township may build it.

The present school system of Indiana is generally considered one of the best in the United States or in the world. The education of the people ranks very high. This is almost entirely the work of the past and present Township Trustees of the State. The influence of a Governor or a President in such matters is very small, if indeed they have any at all.

The rates of the township taxes are proposed by the Township Trustee based upon what will probably be required to carry on the needed business for the ensuing year. Each year early in August he makes out in writing what is called "Estimate of Expenditures and Tax Levies for the Year 190—." In this he states just how much money is needed for each of the township funds, and what the rate of taxes must be to raise the money. He posts up a copy of this estimate in each postoffice in his township and publishes the same also in two papers representing the two leading political parties in the county, and if a paper is published in the township he also publishes his estimates in it.

When the Township Advisory Board of three members, meets on the first Tuesday of September of each year the Trustee places before them this estimate, together with a statement of the assessed valuation of all the taxable property of the township. He then shows them by items just what he needs—which is necessarily a very extensive list

—and the Advisory may either order the levy asked for, or make a different levy. The Trustee may use just what money is "appropriated" by the Board—that is, set aside —for any certain purpose. If he pays out more than this he does so out of his own pocket, as many Trustees have found out to their loss. One Trustee paid out nearly $3,000 for his township more than he had been authorized by the Advisory Board. He lost it. He sued the township to get his money but failed to get it.

The Trustee's salary is fixed by the Advisory Board—that is, they determine how many days he shall devote to township business at $2 a day. In townships with a population above 25,000 a salary is fixed by the County Commissioners at not less than $1,000 nor more than $1,500. In townships with a population of over 75,000 his salary is $1,800 a year; and in townships of over 100,000 his salary is $2,500. This last applies to only one township in the State—Center Township, Marion County, which contains the greater part of Indianapolis.

Each January the Trustee must make a full settlement with his Advisory Board, who go over his books to see that the township business is being properly recorded.

The Trustee holds his office for four years, and can serve but one term in eight years. He is elected the same year as the President. That is a good way to remember the dates. Who is your present Trustee? How many past Trustees of your township can you remember?

Road Supervisor.

A farmer once wished to express his contempt for a statesman who had been President of the United States. Said the farmer, "I would not vote for that man for Road Supervisor," thus implying that the office of Road Super-

visor is a very humble office. A few years before, when this same farmer was helping elect this statesman to the office of President, he said, "Let's all vote the straight ticket, from President down to Road Supervisor." But the Supervisor may be as important to you some day as the President. He can command or "warn out" every able-bodied man in his "Road District" to labor upon the public highway, under his direct supervision, not less than two nor more than four days each year. This applies to men between the ages of 21 and 50 years. And if a citizen, after being warned, neglects or refuses to work at the place and on the day ordered by the Supervisor, or to send a hand, it is the duty of the Supervisor to sue him. No property is exempt from such a suit. He must pay $1.25 for each day that he should have worked. If the Supervisor is aware that the citizen owns a team of horses, oxen or mules, or a wagon or road scraper, he may order the citizen to bring them and use them in his road work. And if the citizen refuses, then the Supervisor need not accept any of his services, but may charge him up with $1.25 for each day he was expected to work. This $1.25 a day is called "commutation money." But if he brings a team he is allowed a day's time for each team. All this work must be done in April, May or June; but in case of emergency the Supervisor may warn out the citizens at any time to repair a road and give them credit on their time for the next year. The Supervisor is the only official in Indiana who is elected at a special election, and the only one not elected by the Australian system of voting. The Legislature of 1903 tinkered the law for the election of Supervisors to this effect.

The Township Trustee shall—if he wants to—divide his township into not less than two nor more than four road districts, as nearly equal in size as practicable. On or

JESSE OVERSTREET, R.,

Congressman 7th District.

before the first Monday in January, 1905, and every two years thereafter, the Trustee shall post up in two public places in each road district, notices that on the second Saturday after the first Monday in January at a certain schoolhouse will be held an election of Supervisor. The hour for the polls to open—that is, the hour when voting may begin—is selected and designated by the Trustee. Names of candidates may be written or printed on the ballot, which need be no larger than a postage stamp, but may be as large as a show bill. The ballots are counted according to the usual rules, and the one receiving the largest number of votes is the one who will receive the Supervisor's salary, which is $1.50 per day. This law will probably last till after one such election shall have been held. At the time of the election the Legislature will be in session and you will have a good chance to tell them what you think of the law.

State School System and Its Administration—State Superintendent.

We have already seen the relation of the County Superintendent and of the Township Trustee to the common school.

At the head of the State school system, however, is the Superintendent of Public Instruction, or State Superintendent, as he is more often called. By virtue of his office he is a trustee of the State Normal School, which is for the purpose of preparing teachers to teach in the common schools of Indiana. He is also a member of the State Board of Education which chooses all the school texts and prepares the course of study for all the schools of the State. He is required by law to visit each county at least once during his term of office, to ascertain the condition

of the school funds. If the permanent funds are not safely invested, or are not earning 6 per cent., it is his duty to report the County Auditor to the Legislature. He may even direct the Prosecuting Attorney to bring suit in the name of the State to recover any school funds that are in danger of becoming lost.

Any teacher dissatisfied with the grade of license given him by the County Superintendent may appeal to the State Superintendent, or may send his examination manuscript to the State Superintendent direct and have it graded by him instead of by the County Superintendent. The State Superintendent is practically the attorney-general on school matters. He must give his opinion, when so requested, on the meaning of any part of the school law; and must compile and cause to be published the school laws of the State.

But the great work which has engaged the State Superintendents for the last few years has been to secure more high schools, and the consolidation of the township schools; that is, the establishment of large schools near the center of the township and the abandonment of the smaller district schools. This nearly always results in the high school.

While this work must be done by the wide-awake Township Trustees, yet the plan had its origin and encouragement from the State Superintendent. In an early day when schools were few, and families large, and the roads were very bad, a State Superintendent said he "hoped to live to see a schoolhouse at every cross roads in Indiana." At that time he was right. But as each village now has a graded school which is much better than a district school, so many pupils come in from the country that the district is often left without enough pupils to make school life pleasant or interesting.

The movement for centralized and high schools was first taken up and encouraged by State Superintendent David M. Geeting, who was elected in 1894. Prior to his administration only a township here and there had any high school at all. He traveled in every county in the State, speaking at institutes, and conferring with Township Trustees in behalf of township high schools. The same ideas were vigorously pushed by State Superintendent Frank L. Jones, who was elected in 1898, and by Fassett A. Cotton, who was elected in 1902, until now there is scarcely a township in the State that hasn't a high school.

The salary of the State Superintendent was recently raised to $3,000 a year; he is also allowed $1,500 for a deputy, $720 a year for a stenographer, and $1,000 for traveling expenses. He is elected for a term of two years.

Candidates for this office are nominated by the regular Democratic and Republican State Conventions, and are voted for by the people the same as other candidates on the State ticket. As most citizens know none of the candidates, they vote the State ticket by stamping the eagle or the rooster. So the only sure way in Indiana to get a good man is for both the Democratic and Republican State Conventions to nominate a good man.

The School Fund.

The Common School Fund contains all the money that has ever been paid in the way of fines—a very large amount each year—all forfeited bonds of criminals, all money derived from lands or other property to which there are no heirs, and gets whatever tax may be assessed upon corporations for the benefit of the common school fund. From 1834 to 1859 the State of Indiana was a

stockholder in the State Bank, and the State's share of profits in that time amounted to $3,750,000, all of which went into the Common School Fund.

Then we have the "Congressional Township School Fund," which, together with all money derived from liquor licenses and unclaimed fees, constitute the "School Revenue for Tuition." The United States Government owns all the land of the State, until the land has been entered by settlers, and until then is called "Congress land." But Congress donated to Indiana each section numbered 16—see "How Land is Surveyed"—the proceeds from the sale of such land to go to the Congressional Township School Fund. It has practically all been sold long ago.

These school funds are distributed among the different County Auditors to be loaned at 6 per cent. on real estate mortgage and insured improvements. Only the interest can be used. The school funds are not to be permitted to diminish, and the Common School Fund constantly increases. A county of 25,000 population is likely to have about $27,000 of the Congressional School Fund and about $75,000 of the Common School Fund. County Auditors must either keep this money loaned out, or the county must pay the interest. He can loan one person but $2,000, and for only five years. The property mortgaged must be worth twice the amount of the loan. The interest on the Congressional Township Fund is collected by the County Treasurer and is distributed among the different townships according to the number of school children enumerated.

Interest on the Common School Fund is also collected by the County Treasurer, and taken to the State Treasurer, and is by him redistributed to the different counties according to the number of persons of school age in each county, as shown by the report of the State Superintend-

ent. The interest on these funds all goes to the Tuition Fund to pay teachers' wages. There is also by law a State tax of 11 cents on each $100 worth of property, and 50 cents poll tax, for the benefit of the Tuition Fund. The school trustees of townships, towns and cities may levy a tuition tax of 35 cents on each $100, and a poll tax of 25 cents, within their jurisdiction, for tuition.

Every male citizens between the ages of 21 and 50 years must pay the poll tax, whether he owns property or not. The Congressional School Fund is about $2,500,000; the Common School Fund about $8,000,000; the interest from both is about $600,000 annually.

It requires 16,000 teachers to teach the schools of Indiana, and $5,000,000 to pay them. All the teachers together would make a larger crowd than attends the County Fair on Thursday. Schoolhouses and school furniture, etc., are paid for by special school tax, levied by the trustees of each township, town and city. It may be as high as 50 cents on the $100 and 25 cents poll tax. It creates the "Special School Fund."

The State University at Bloomington, Purdue University at Lafayette, and the State Normal School at Terre Haute are each supported by special tax created by law for them. You can see illustrations and descriptions of these schools in your geographies.

Political Parties—Organization and Conventions.

Of course, you think you belong to some political party. Very likely it is the same one to which your father belongs. That is all right, provided that it is all right. But by the time you are 21 you should have a still better reason for your views than that you were raised that way. This is not saying a young man should join a different

GEORGE W. CROMER, R.,

Cougressman 8th District.

party just to be different, nor because it is in power, for if he does that he isn't a good citizen. All policies of government are now effected through political parties, and a man without a party can accomplish but little if anything in government matters. If you are a well-informed citizen you will soon see some things in your own party principles which you don't quite like, and some things in another party's principles which you like pretty well. This shows that your own party is not all good, nor the others all bad. The most important work of parties is in the convention where they nominate a ticket of candidates and adopt a platform. The platform is a statement of the principles the party will put into practice if elected—maybe. They often have fierce debates and quarrels over the platform.

Did you ever attend a convention and see them nominate the best ticket which your county ever had, and hear the speeches? You never. Well, maybe you wouldn't have paid any attention to the proceedings if you had attended a dozen. Maybe you would have loafed around the peanut stand or watermelon wagon instead of listening. The next time your father and brother go to the county convention, go along if you can, and see them help to down the "ring" and the "bosses."

A convention is a party affair. As both the Democratic and Republican parties are organized exactly alike a description of a convention of one will also describe the other. How all the voters of a party could agree on the same candidates was for many years a mystery to me—especially how they could agree upon a candidate for President. Well, each township is divided into precincts. A precinct is that portion of a township wherein all the voters vote at one place on election day, and must not contain more than 250 voters—called also electors. A

man can vote only in the precinct in which he lives. Early in the spring of every campaign year—each year that ends in even numbers, as 1902, 1904, 1906, etc., the county chairman issues a call to the voters of his party to meet in their respective precincts to elect a precinct "committeeman," to select delegates to the district meetings, and also delegates to the State Convention. There are about 3,000 precincts in Indiana, each with its Democratic and Republican committeeman. Do you know who they are in your precinct and how many precincts in your township? Soon afterward these precinct committeemen meet and organize themselves into a county committee and elect another chairman or re-elect the old one. The county chairman calls the committee together occasionally to report on the condition of the party in their respective precincts and townships, and to decide what kind of a county convention they prefer. Whether a delegate or mass convention or primary election. If the committee in its wisdom decides on a delegate convention the county chairman issues a call through the papers calling the voters of his party together in their townships to select delegates—usually eight to twenty—to represent the people in the county convention. On the day set by the county committee the delegates meet at the appointed place, usually some city hall. The meeting is called to order by the county chairman who generally makes a short speech and closes by saying, "Gentlemen, whom will you have for chairman of this convention?"

A delegate arises and nominates the county chairman or some other man for the place. The first man nominated is usually chosen. The chairman of the convention then takes charge of the meeting and begins to call for nominations—usually for Representative first. Then is the time for Pat Oratory to get in his work. He arises and tells

the convention that if it "desires to name a candidate for Representative who can everlastingly wallop the candidate of the other party, and add a tower of strength and a little money to the cause and make a grand and glorious record in the Legislature, William Henry Smith is the man they are looking for, and don't you forget it." Another delegate nominates Jones, another nominates Brown, another names Jenks. Sometimes as many as a dozen names are presented for one office. Then the chairman instructs the secretary to call the roll of townships. As each one is called a delegate arises and announces the vote of his township. If it is entitled to twelve delegates, the vote may stand: Smith 4, Jones 1, Brown 2, Jenks 5. When the roll call is finished, it is seen that Jenks has received the most votes and the chairman declares him to be the nominee. And so on till the ticket is complete, Auditor, Treasurer, Clerk, Sheriff, Recorder, Commissioners, Surveyor, Coroner, and seven County Councilmen. It is then discovered that they have named the best and strongest ticket ever placed before the people.

A month or more before the convention a candidate should arrange to have it announced in the papers by "his many friends" that he has consented to accept the nomination for Sheriff—or whatever office he may aspire to. He can usually make such an arrangement for $5. He may announce in all the papers of his party published in the county and in all the independent papers, or in only that one of his papers which he chooses to recognize as the "party organ."

From the day of the convention till election day—always on Tuesday following the first Monday in November—the candidates attend every old settlers' meeting, every public sale, and every rally in the county, shaking hands and asking the people to support them. They often in-

C. B. LANDIS, R.,

Congressman 9th District.

dulge in the immoral habit of carrying a pocket full of cigars to hand out where they will do the most good. Also from that time on till election day the candidates are considered a prey for every worthless deadbeat that wants a drink or a quarter without earning it. If it is a "close" county, that is, if the parties are about equally divided, candidates don't like to be too independent for fear they will lose a vote or two. A delegate convention is often very unfair, as it often defeats the will of the party. A better way to nominate a ticket is by a mass convention where the voters from all over the county assemble in a grove near some city. When two or more candidates are presented all those who are for Smith line up on one side; all those for Jones on the other, and are counted. Whoever has the most men on his side is nominated. The chief objection to this system of nominating county candidates is that the county is so large that some have to come so far that they don't always come. A mass convention scarcely ever brings out more than one-fifth of the party strength. This system is better adapted to a township where every voter lives near. The third system is the most expensive but the fairest of all—the primary election. It is a regular election within the party. But it requires hard work to get ready to hold elections. There must be clerks, inspectors and judges to see that ballots are counted and counted fairly. And they must have pay. The candidates, however, pay the bill. A primary election generally brings out at least two-thirds of the party in each precinct. Whenever a man takes part in a convention he is supposed to support the ticket nominated, but he doesn't always do so, and doesn't have to.

What has become of those delegates to the "district meeting." Upon the call of the State chairman and the chairman of the Congressional District, which call is made

through all the newspapers of the party in the district, the delegates meet in some city named by the district chairman. Their work is to elect a new district chairman, or re-elect the old one, and to adopt a platform, and return home. Then the thirteen district chairmen of the State meet and organize themselves into a State Central Committee and elect a State chairman. The State committee and chairman call the State Convention and manage the State campaign. The district chairman manages the campaign of the candidate for Congress. Candidates for Congress are nominated by delegates chosen by the people. The candidate for President is nominated by delegates to the National Convention, and each Congressional District in the United States is entitled to two delegates. In Indiana these are chosen by the delegates to the State Convention. On the evening before the State Convention the delegates from the thirteen districts meet in thirteen different rooms in the State House and in each room elect two delegates, and two alternates, to vote in case one or both the delegates fail to attend the National Convention. The State Convention as a whole also chooses four delegates "at large" for the State. Delegates chosen in this way will help to nominate the next President of the United States. Thus in Indiana the system of party organization is this: The people elect precinct committeemen. The precinct committeemen elect a county chairman. The county chairmen do not elect any higher official. The election of district chairmen comes back to the delegates from the people. The district chairmen elect a State chairman. The State committee elects some one to be a member of the national committee. These members of the national committee from the different States elect a national chairman. Senator James K. Jones, of Arkansas, was the Democratic national chairman who managed both of Bryan's cam-

paigns. Senator Marcus A. Hanna, of Ohio, was the Republican national chairman who managed both of McKinley's campaigns. It must have been considerable trouble to get this system started. Once started in motion, however, it is easily kept going.

The Law of Contracts.

The management of the world's business is a never-ending round of making contracts. Therefore some knowledge of the law of contracts is a necessary part of every person's education who transacts any business with his fellowmen.

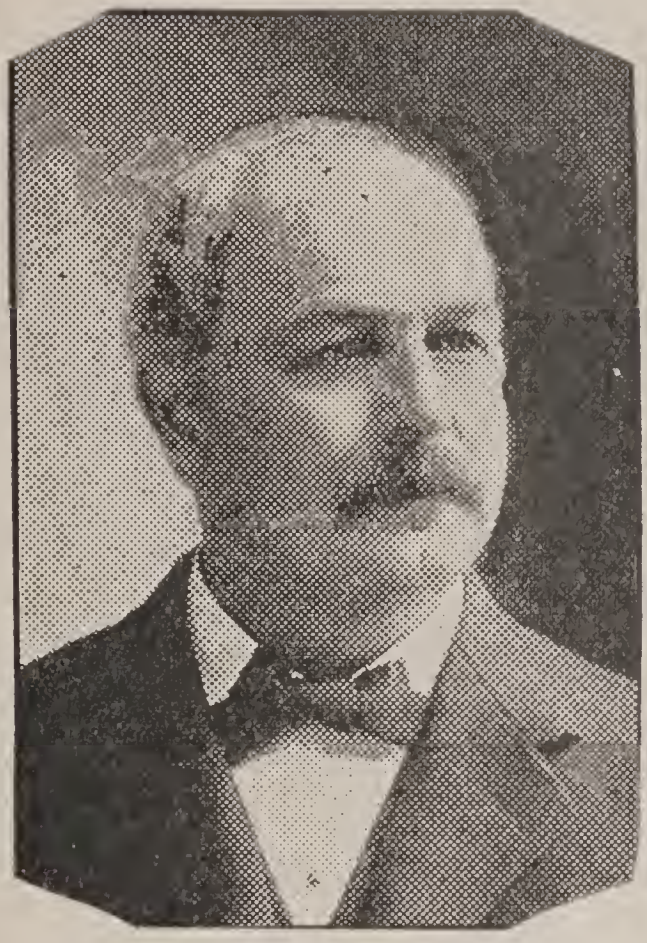
In almost every conversation we hold we make some sort of a contract. A sale of goods is a contract. Marriage is a contract, though it is not always a sale.

The first principle of the law of contract is that every person must do as he agrees to. To fail to do so is to commit breach of contract.

A contract to be binding upon the parties must contain certain necessary elements. First, it must be legal. For instance, if a man agrees to steal you a horse and goes back on his word, you can not sue him for breach of contract.

A contract to be binding must be an agreement to do something which is possible. If you agree to jump over the moon for $5 and don't quite jump over, the other party can not sue you for breach of contract, even though he has partly or entirely paid you. You will have to return whatever he has paid.

In every contract there must be a consideration, that is, there must be an exchange of values or services. When a farmer sells a horse for $100, then we say the $100 is the consideration which he received for it. A promissory



E. D. CRUMPACKER, R.,

Congressman 10th District.

note is a contract and the words in it "value received" represent the consideration. If you agree to make a man a present of $10 next Saturday, you don't have to do so, although the man may be damaged by having made his calculations to use it and gets his plans upset. But if you agree to pay him $10 for his lead pencil you must pay, though the consideration is out of all proportion to the article bought. Perhaps you could avoid paying the $10 on the grounds that you were insane when you contracted to do so.

The contract to be binding must be made between parties able to make a contract. Minors (persons under 21 years of age), insane persons, idiots and persons intoxicated are not capable of making contracts, and are not bound by them. And this is right, as it prevents dishonest men from imposing upon persons of deficient judgment.

Before a contract is binding upon either party it must be assented to by both parties. If you tell a man you will bring him a horse next week to sell him at $40, you had better get him to say that he will give you $40 before you take him the horse, or he won't have to buy him. On the other hand, if he tells you he will come on a certain day to buy your horse at $35 you are not obliged to say that you will or will not take it. But when he comes after the horse you don't have to sell him unless you want to, for it takes two to make a bargain. I know a certain man who gets badly fooled every little while by trying to make a trade all by himself. Yet he goes and fools himself the same way again before long. If you priced the horse at $50 or more you wouldn't be bound to sell even if you had agreed to, unless you had signed an agreement or had received part of the money. The statute on this subject reads thus:

"No contract for the sale of any goods, for the price of $50 or more, shall be valid, unless the purchaser shall receive part of such property or shall give something in earnest to bind the bargain or in part payment; or unless some note or memorandum in writing be made, and signed by the party to be charged thereby, or by some person lawfully authorized by him."

The word "goods" doesn't always mean "dry goods." It may mean "wet goods" or hardware, or hogs, or wheat.

A stock buyer by the strange name of Smith, one fall, went through a certain neighborhood buying hogs at 5 cents a pound. The farmers were to deliver the hogs at a certain pair of scales on a certain morning about two weeks later. Before the day came, however, hogs were worth 6 cents. Smith had paid no money on them, but he was at the scales that morning fully expecting the farmers to bring their hogs to market. But not a hog nor a farmer appeared, and the buyer lost $400. Could he bring suit for damages? No, because each farmer's bunch of hogs was worth more than $50. If one farmer's bunch of hogs had been worth less than $50, then Smith could have sued that one farmer. Next year the same buyer went through the same neighborhood and offered the farmers a great deal more for their hogs than they were worth. Of course, he again bought all the hogs in the country, and every farmer bright and early started to market on the day appointed to get a big pocket full of money. But where was Smith? He was miles away from the crowd of angry farmers, honest old farmers. They threatened to sue him. But they could no more sue him now than he could sue them for forgetting their promise a year before. Smith had in this manner collected the only damages he could collect. But the man who is always trying to get even rarely has time to be a successful man. The man

who derives satisfaction from causing other people trouble is generally a bad citizen. But this Smith was a pretty good citizen.

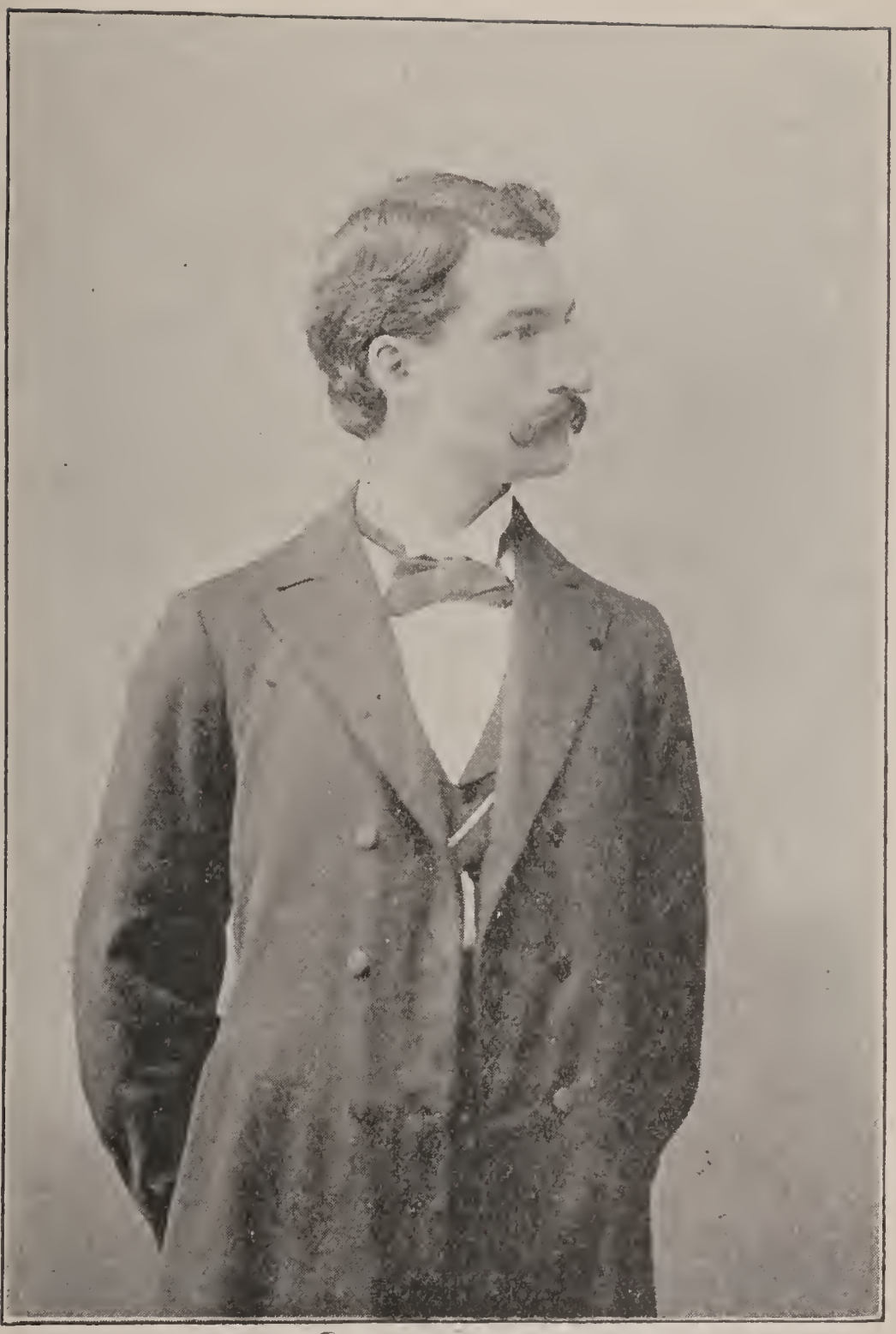
Other contracts which have to be signed are chiefly for the sale of land. Also any agreement that is not to be performed within one year from the date of making the contract. There are still others of which your lawyer can tell you.

The contract must be without fraud. If a man sells a horse guaranteeing him to be "sound in wind and limb," when the horse has the heaves at the time, the purchaser need not pay for him or can get his money back if he has paid. But he must return the horse. But the party intending to defraud the other remains bound by the contract, for it is a principle of law that one can not take advantage of his own wrong doing.

So a contract to be binding must be legal; it must be to do something which is possible; it must be made by persons capable of making it; there must be a consideration, there must be the assent of both parties; it must be without fraud; it must in certain instances be written and signed. Commit to memory the elements of a binding contract. Violation of the contract by one party releases the other.

Breach of Contract.

When a man fails or refuses to do as he has agreed, you can't make him do it, and the law can't make him do it. That is, the Sheriff can not take hold of his hands, place tools in them and compel him to build a house. That would be assault and battery. Suppose you had a contract with him in writing by which he was to build you a house for a certain sum of money, you to furnish the material.



J. M. ROBINSON, D.,

Congressman 12th District.

After you have all the material hauled he squeals on his contract and leaves you waiting for a house. All you can do is to figure how much money you have lost by not getting it built when you wanted it, by the waste of lumber, and the inconvenience, and then sue him for twice that sum of money, as damages for breach of contract. Then, if you get a judgment against him for an amount of money, you can collect it by an execution in the same way you would collect another debt. You remember how that is, don't you? Sometimes the judge decides that he has to perform his part of the contract, and issues a mandamus or an order for him to do so. Then he can take his choice of performing his agreement or going to jail. A contract to marry is not a marriage contract, though the injured party can collect damages off of the other for breach of either. A suit for damages for breach of promise is the way to the remedy in the first case; and for divorce and alimony in the second. When a wealthy man agrees to marry a woman and then refuses to do so, she is very likely to sue him for breach of promise, and is very likely to get damages. The law presumes that when a man keeps steady company with a woman for a year, that very fact constitutes an agreement to marry her whether he has ever popped the question or not. Neither the contract to marry nor the marriage contract, which begins at marriage, is scarcely ever put in writing.

People are always committing some little violations of contract which are harmless, and to which sensible men pay no attention. If you are dealing with a fool, however, be careful, for he may be watching for some chance to sue you for breach of contract, so that he can get into court.

How Roads are Changed.

What we commonly call the "big road" is known in law as the "public highway." It belongs to the public, and that part of it which runs past your door is as much the property of a traveler from Arkansas as it is yours. And that which runs by the door of the Arkansas traveler is as much yours as his. For this reason a landowner can not jerk and twist the road about from place to place on his land without the consent of the County Commissioners, nor without giving his neighbors a chance to object. Whenever a farmer desires to change the road upon his own land he must post up three notices in three public places in the neighborhood stating that at a certain term of the Commissioners' Court he will petition the Board for permission to change the road and must say just what change he desires permission to make. Then the farmer files his petition, and the Commissioners appoint three disinterested landowners as viewers, who go to the place of the proposed change and report to the Commissioners either their approval or disapproval of the change If the viewers report in favor of the change, any landowner in the neighborhood may remonstrate against it, and the Commissioners then try the case on the facts, and if they find that the public will not be materially injured by the proposed change they grant the petitioner permission to make it If the viewers report unfavorably, the petitioner may demand the trial and must abide by it. The petitioner must pay all the costs of the proceeding, except that when a party remonstrates and the Commissioners find against him he must pay the costs, if any, occasioned by the remonstrance.

Whenever it is desired to change the location of a road, or to open up an entirely new line of road or to discontinue

(vacate) a road over the lands of other parties it can be done in the following manner:

Twelve freeholders (landowners) six of whom must reside in the immediate vicinity of the place where the new road is to be laid out, or where the old on is to be vacated or where the change is to be made, must petition the County Commissioners. But they must show to the Board that they have given notice of such application by publication for three weeks successively in a newspaper published in the county or by posting up notices in three public places in the neighborhood for twenty days. Then the Board of Commissioners shall appoint three persons who do not live in the neighborhood to view the highway proposed to be located, changed or vacated.

The viewers must take an oath to perform their duty faithfully and agree to meet on some day to view such highway; and report to the Commissioners at the next term of their court. If the viewers approve the change, they describe it by metes and bounds, that is by directions and section numbers.

The Commissioners make a record of the change and order the road to be kept in repair. The Auditor sends a copy of the order to the Township Trustee, who copies it on his record and notifies the proper Supervisor.

Any person through whose land such highway passes may remonstrate—not against the change—but for damages. The Commissioners must then appoint reviewers who proceed just as the first viewers did. If they report in favor of damages, and the Commissioners think the county would be benefited to the extent of the damages, they order such damages to be paid out of the county treasury, and order the road changed, or opened, or vacated. If they do not think the change worth the cost they do not order the change and the matter stops, unless appealed to the Circuit Court.

A. L. BRICK, R.,

Congressman 13th Dlstrict.

No highway can be changed until the damages assessed by the reviewers have been paid.

All country roads must be thirty feet wide, township roads twenty-five feet wide. There are very few township roads any more. Roads generally run on what are called section lines, which are also generally the boundary lines between men's farms. In the latter case each landowner must give half the road.

How Lands are Surveyed.

All the land in Indiana is laid off into Congressional Townships, six miles square. Each Congressional Township, or town, therefore, contains thirty-six square miles or sections, of 640 acres each. Each section numbered

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36

sixteen is the one which at one time belonged to the State to sell for the benefit of the Permanent School Fund. The

townships are separated by range lines which run due north and south six miles apart, and by town lines which run due east and west six miles apart.

All townships are located as being so many towns north or south of the base line which runs across the State from east to west passing near Petersburg in Pike County. And so many ranges east or west of the meridian which runs from north to south passing near Paoli, Bloomington, Lebanon, Logansport and South Bend. The north row of the townships in the State are all in town 38, north, which means that they are thirty-eight times six miles north of the base line. They also run south as far as town 5. The townships along the east side of the State are in "range 15, east." On the west side they are in "range 9, west." The section lines which divide the township into sections run due north and south, and due east and west, except in Clark County, where they run diagonally. Township and county lines do not always follow the boundaries, for part of a congressional township is in one county and part in another. Suppose you live in Section 20 in any township outside of Clark County, then Section 17 lies on the north, Section 21 on the east, 29 on the south, and 19 on the west. If you live in Section 1, then 36 is on the north, 2 on the west, 6 on the east, and 12 on the south. Sections are divided into quarters of 160 acres, which are subdivided into halves, quarters, etc. Whenever a farm is sold the deed for the land must describe it as being a certain part of Section No...., Town No.... north or south, and Range No. .... east or west. Did you ever hear of a "range road?" It is the boundary line between, what? In what section do you live? By the diagram bound it.

So you see, my dear young citizen, we need rules and regulations to protect us from one another; not because we are savage, for we are not, but because we are selfish.

Government and Anarchy.

Even if human beings were not selfish and each one loved his neighbor as himself we would still need government, because there would be so many different standards of right and wrong. In this country, where one citizen is as good as another, the only way to ascertain what is really wanted is to submit a question or a candidate to a vote of the people and let the majority rule. Although the men of good judgment might all vote for a certain measure, and the more ignorant and less reasonable majority might vote against it, yet the wise minority must bow to the will of the majority—to the triumph of ignorance.

If an ignorant majority votes wrong they must suffer the consequences and so must all their fellow citizens. In this way we are responsible for the acts of one another. So it's somebody's business, isn't it, what somebody else does. This is why the community can not afford to have a young citizen grow up in ignorance. This is why we should inform ourselves on political questions and discuss them with our neighbors. In discussions of this kind you should carefully avoid using such argument as "old blue nosed Democrat," or "you old Republican thief." Such remarks jar the nerves and divert attention from the subject you are discussing. It is a slander on American intelligence to say that citizens can not safely talk together on how our government ought to be run. Township politics involves questions of roads and schools and other public improvements, and it is right for the people to talk such things over, but they needn't jaw.

STATE SENATOR FREMONT GOODWINE,

Chairman Indiana Educational Exhibit at World's Fair, St. Louis

After all, politics is only the science of running the government, and you can't make a better definition. If you can, let's hear it.

Did you ever think what a great advantage it is to have the law on your side? To have a law on your side is to have the authorities and the people on your side. Did you ever see a surging crowd melt away before a single policeman, or a crowd of boisterous, brawling men grow quiet when an officer appeared. But policemen and Sheriffs are not the only officials who command respect. How quickly a Road Supervisor can settle a dispute between farmers as to how the road ought to be worked, by giving an order how it shall be done. Because the police and the Supervisor, the Trustee, the Commissioners and all other officials—each within his jurisdiction—have the law and the government on their side. Sometimes, however, a mob of determined and infuriated men overpower the authorities and override the law.

The anarchist doctrine is that we need no law, no government, no taxes, nor officers, that every man should be entirely free, entirely independent of every other man. The anarchist says that public sentiment would compel every man to support schools, to work the roads (which is another way of paying taxes) to keep up public improvements, and to be in every way a good citizen. He contends that our natural respect for the rights of others is sufficient to secure justice to every individual, without the expense of government. If our rights can be secured without government then indeed we need no government. Thomas Jefferson said in the Declaration of Independence, "To secure these rights—life, liberty, and the pursuit of happiness—governments have been instituted among men." According to this doctrine governments exist for the benefit of the people and instead of for office-holders—

and not the people for the government. The anarchist says we can have all these rights just as well without government as with it.

But we do not think so, do we? Anarchists are more numerous in Europe than in this country. It often cures a man of anarchy to come from a bad government of Europe to this country, where the people are freer. When a man willfully violates the laws of his country he has given his consent to everybody else to do the same thing; and if they did, it would break up our government. So a lawbreaker is to that extent an anarchist. Some men live as though they considered that laws were made to be enforced against every one but themselves, or against all who do not have wit enough to evade them. But laws are made to be enforced, and if you are a good citizen you will help enforce them. You may have to prosecute somebody to accomplish this; then anarchists' sympathizers will begin to prattle about how people ought to mind their own business and let other people's business alone. It is your business to aid your government. Of course some people make a great bluster about enforcing the laws because they desire to be seen and talked about. Their motive is selfish, but that is better than no enforcement at all. Whenever you think that somebody ought to begin prosecution to break up lawlessness in your community you are the somebody who ought to do it. Don't wait for somebody else to begin, nor to find out what other people will think, but act on your own judgment. People like to follow a man who has some judgment, and then acts upon it. The man who first waits to see which side of the question has a majority and then joins that side doesn't amount to very much, and the people will not pay much attention to him.

Socialism is just the opposite of anarchy. Socialism would have the government own and operate all railroads,

mines, stores, farms and butcher shops—in fact, all business in the interest of the people. They hold that trusts are right and useful, but that the people—all the people, the government—should own them.

A Great State.

The laws enacted by the General Assembly of Indiana apply to all the people who live upon a certain described section of the earth's surface, 276 miles long and 145 miles wide, and designated on the map as Indiana. But the real Indiana is the organized government and the people.

Whenever you travel over the State on the passenger train, on the electric car, in the buggy or automobile, or on the bicycle, and see how much there is of it, and how well improved, you will realize what a truly great and grand State you live in. Yet there were not enough people within her borders to be entitled to a Congressman till 1816. That was necessary before it could be admitted as a State.

There are persons yet living who were small barefoot boys and little toddling girls in 1816. Their heads are white now and their step feeble, but they can tell their great grandchildren about the good old days when Indiana was young and was considered a part of the far West. But the new times are better and can be made much better than the old times, as you can hear by attending an old settlers' meeting. The school boy and girl of England or Germany never heard of an old settlers' meeting, because those countries have been settled so long that the first settlers' bones have crumbled to dust many hundred years ago.

Compared with the life of any European State our country is as a strong youth beside an old man.

You, young citizen, must be a school teacher, or some other useful artisan if you would contribute your part to the intellectual greatness of your State, and you can not do it in a better way than by becoming a good school teacher.

In Conclusion.

In conclusion, dear young citizen, you live in a great and grand country. It is partly yours. Men who have traveled in all the different countries of the world tell us that no other will compare with ours. In Egypt they can point to their pyramids and tell us of the power of their kings 3,000 years ago. But the people to-day stand idly upon the streets and beg from American travelers. The reason that Egyptians have to beg while Americans have something to give them is that Americans are industrious while Egyptians are lazy. To be a good American citizen is to be industrious. This usually also means to be intelligent, and in nine cases out of ten, honest.

You also live in a great State. While many of Indiana's citizens have won fame and fortune, what is a great deal more important, the masses of the common people are prosperous, intelligent, industrious and progressive. If you would be a citizen worthy of your country and your State you will, in addition to being industrious and honest, acquire a fair education in the peaceful arts, cultivate the habit of personal politeness—you know how miserable a bright boy or girl always feels after acting rude; and keep yourself unspotted from the world. Edward Everett Hale says that all healthful minded young persons should adopt the folowing rule: "Spend several hours each day

out in the open air, breathing deep. Every day hold intimate conversation with some one superior to yourself. Every day mingle with the rank and file, which means to observe what 'the people' are thinking and doing. Read good literature whenever you have time. Waste no time. Be honest. Keep clean. Choose respectable companions. Take an interest in public affairs." If you do you will be such a citizen that the neighborhood in which you live will be proud of you, and you can do it.

We have spent many days together. The writer hopes you have enjoyed them as much as he has. He hopes some day to have the opportunity to vote for you for Governor or State Superintendent; or, if you are not eligible to the office, he hopes you may be the Governor's wife or the Mrs. State Superintendent—if you want to be. The writer even wishes you a greater success. He hopes you may be a successful farmer or farmer's wife.

Good-bye.

L of C

Population of Indiana

Total for 1890..... 2,192,404
Total for 1900..... 2,516,462

Counties, Population and County Seats of Indiana, Census of 1900.

Counties	Population of County Seats.		Population of County.
Adams	4,142	Decatur	22,232
Allen	45,115	Fort Wayne	77,270
Bartholomew	8,130	Columbus	24,594
Benton	1,429	Fowler	13,123
Blackford	5,912	Hartford City	17,213
Boone	4,465	Lebanon	26,321
Brown	393	Nashville	9,727
Carroll	2,135	Delphi	19,953
Cass	16,204	Logansport	34,545
Clark	10,774	Jeffersonville	31,835
Clay	7,786	Brazil	34,285
Clinton	7,100	Frankfort	28,202
Crawford	655	Leavenworth	13,476
Daviess	8,551	Washington	29,914
Dearborn	4,326	Lawrenceburg	22,194
Decatur	5,034	Greensburg	19,518
DeKalb	3,396	Auburn	25,711
Delaware	20,942	Muncie	49,624
Dubois	1,863	Jasper	20,357
Elkhart	7,810	Goshen	45,025
Fayette	6,836	Connersville	13,495
Floyd	20,628	New Albany	30,118
Fountain	2,213	Covington	21,446
Franklin	2,037	Brookville	16,388
Fulton	3,421	Rochester	17,453
Gibson	6,041	Princeton	30,099
Grant	17,337	Marion	54,693

Counties, Population and County Seats.—Continued.

Counties.	Population of County Seats.		Population of County.
Greene	1,588	Bloomfield	28,530
Hamilton	4,792	Noblesville	29,914
Hancock	4,489	Greenfield	19,189
Harrison	1,610	Corydon	21,702
Hendricks	1,802	Danville	21,292
Henry	3,406	Newcastle	25,088
Howard	10,609	Kokomo	28,575
Huntington	9,491	Huntington	28,901
Jackson	1,685	Brownstown	26,633
Jasper	2,255	Rensselaer	14,292
Jay	4,798	Portland	26,818
Jefferson	7,835	Madison	22,913
Jennings	557	Vernon	15,757
Johnson	4,005	Franklin	20,223
Knox	10,249	Vincennes	32,746
Kosciusko	3,987	Warsaw	29,109
Lagrange	1,703	Lagrange	15,284
Lake	2,336	Crown Point	37,892
Laporte	7,113	Laporte	38,386
Lawrence	6,115	Bedford	25,729
Madison	20,178	Anderson	70,470
Marion	169,164	Indianapolis	197,227
Marshall	3,656	Plymouth	25,119
Martin	683	Shoals	14,711
Miami	8,463	Peru	28,344
Monroe	6,460	Bloomington	20,873
Montgomery	6,649	Crawfordsville	29,388
Morgan	4,038	Martinsville	20,457
Newton	1,006	Kentland	10,448
Noble	1,324	Albion	23,533
Ohio	1,548	Rising Sun	4,724
Orange	1,186	Paoli	16,854
Owen	2,026	Spencer	15,149
Parke	2,045	Rockville	23,000
Perry	2,188	Cannelton	18,788
Pike	1,751	Petersburg	20,486
Porter	6,280	Valparaiso	19,175
Posey	5,132	Mt. Vernon	22,333
Pulaski	1,684	Winamac	14,033
Putnam	3,661	Greencastle	21,478

Counties, Population and County Seats.—Continued.

Counties.	Population of County Seats.		Population of County.
Randolph	3,705	Winchester	28,653
Ripley	501	Versailles	19,881
Rush	4,541	Rushville	20,148
Scott	1,274	Scottsburg	8,307
Shelby	7,169	Shelbyville	26,491
Spencer	2,882	Rockport	22,407
Starke	1,466	Knox	10,431
St. Joseph	35,999	South Bend	58,881
Steuben	2,141	Angola	15,219
Sullivan	3,118	Sullivan	26,005
Switzerland	1,588	Vevay	11,840
Tippecanoe	18,116	Lafayette	38,659
Tipton	3,764	Tipton	19,116
Union	1,449	Liberty	6,748
Vanderburgh	59,007	Evansville	71,769
Vermillion	610	Newport	15,252
Vigo	36,673	Terre Haute	62,035
Wabash	8,618	Wabash	28,235
Warren	1,245	Williamsport	11,371
Warrick	2,849	Booneville	22,329
Washington	1,995	Salem	19,409
Wayne	18,226	Richmond	38,970
Wells	4,479	Bluffton	23,449
White	2,107	Monticello	19,138
Whitley	2,975	Columbia City	17,328

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